



# Southern Missionary College

1977-1978  
Catalog

Collegedale, Tennessee



# At Your Service

Inquiries by mail or telephone should be directed as follows:

## **SOUTHERN MISSIONARY COLLEGE**

Collegedale, Tennessee 37315

Telephone 396-2111

Area Code 615

ADMISSIONS and REGISTRATION—To the *Director of Admissions and Records*, 396-4312

COLLEGE DEVELOPMENT—To the *Director of Development*, 396-4388

MATTERS OF GENERAL INTEREST—To the *President*, 396-4222

MATTERS OF RESIDENCE HALL LIVING—To the *Dean of Students*, 396-4232

Women's Residence Hall, 396-4378

Men's Residence Hall, 396-4377

PUBLIC RELATIONS—To the *Director of Public Relations*, 396-4252

SCHOLASTIC MATTERS—To the *Academic Dean*, 396-4212

STUDENT FINANCE—To the *Director of Student Finance*, 396-4322

Although overnight accommodations are limited, parents and other friends of Southern Missionary College are cordially invited to visit the campus. The Public Relations Office will gladly arrange for you to see the college facilities and visit classes or other activities. Administrative offices are open from 9:00 a.m. to 12:00 noon, Monday through Friday and 1:00-4:00 p.m., Monday through Thursday.



# Bulletin of SOUTHERN MISSIONARY COLLEGE



COLLEGEDALE, TENNESSEE 37315

SMC welcomes applications from students regardless of race, sex, religion, color, or national origin whose principles and interests are in harmony with the ideals and traditions of the college as expressed in its objectives and policies.

**McKEE LIBRARY**  
Southern College of SDA  
Collegedale, TN 37315



# Academic Calendar

1977-78

## SUMMER SESSION, 1977

### MAY

- 9 Registration for Presession
- 10 Classes Begin

### JUNE

- 3 End of Presession
- 5 Registration for First Session
- 6 Classes Begin

### JULY

- 1 End of First Session
- 4 Vacation
- 5 Registration for Second Session
- 6 Classes Begin

### AUGUST

- 4 Last Day of Classes

## FALL SEMESTER, 1977

### AUGUST

- 25-27 Faculty Colloquium
- 25, 26 ACT and CLEP Tests
- 28 Freshman Orientation, 7:30 p.m.
- 29, 30 Registration
- 31 Classes Begin
- 31 Late Registration Fee Applies

### SEPTEMBER

- 7 Last Day to Drop a Class and Receive Full Tuition Refund
- 7 \$5 Fee for Each Change of Class Program
- 14 Last Day to Add Classes
- 21 Last Day to Drop Classes and Receive Any Tuition Refund
- 27 Career Day

### OCTOBER

- 11 Missions Field Day
- 14, 15 Alumni Homecoming
- 21 Mid-Semester

### NOVEMBER

- 23-27 Thanksgiving Vacation (after classes and labs the 23rd)

### DECEMBER

- 15-20 Semester Exams
- 21 - Jan. 8 Christmas Vacation Begins (after examinations)



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## SPRING SEMESTER, 1978

### JANUARY

- 9, 10 Registration
- 11 Classes Begin
- 11 Late Registration Fee Applies
- 18 Last Day to Drop a Class and Receive Full Tuition Refund
- 18 \$5 Fee for Each Change of Class Program
- 25 Last Day to Add Classes

### FEBRUARY

- 1 Last Day to Drop Classes and Receive Any Tuition Refund

### MARCH

- 1 Mid-Semester
- 2-7 Spring Vacation (after classes and labs the 2nd)
- 8 Classes Begin

### APRIL

- 9-10 College Days

### MAY

- 1-4 Semester Exams
- 5-7 Commencement

## SUMMER SESSION, 1978

### MAY

- 8 Registration for Presession
- 9 Classes Begin

### JUNE

- 2 End of Presession
- 4 Registration for First Session
- 5 Classes Begin

### JULY

- 3 End of First Session
- 4 Vacation
- 5 Registration for Second Session
- 6 Classes Begin

### AUGUST

- 3 Last Day of Classes



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# THIS IS SOUTHERN MISSIONARY COLLEGE

## I. DESCRIPTION

Southern Missionary College is a private four-year multi-purpose coeducational college, owned and operated by the Seventh-day Adventist Church,\* providing education in liberal arts, professional, and vocational curricula. Through a series of opportunities provided within and outside the classroom, Southern Missionary College seeks to encourage the acquisition of many additional values held by the Seventh-day Adventist Church.

## II. STATEMENT OF EDUCATIONAL PHILOSOPHY

Seventh-day Adventists recognize that God is not only the Creator and Sustainer of the earth and the entire universe, but also the source of knowledge and wisdom. Although many values common to classical and modern humanism are accepted at Southern Missionary College, it is held that these secular values are reflections of the mind of the Creator, the Author of all truth, transcending both space and time.

In His image God created man perfect—sufficient to have stood, though free to fall. Because of sin, this man who bore a likeness to his Creator in his physical, mental, and spiritual nature has become separated from God, losing most of his similarity to his Maker.

To restore in man the image of his Creator—to promote the development of body, mind, and soul that the divine purpose in his creation might be realized—is the object of Christian education, the great object of life.

Believing man to be God's crowning act of creation, Seventh-day Adventists accept as reality the Biblical concept of man's body as the temple of God. Consequently, principles of health are emphasized that the student may more effectively carry out God's purpose, that he may respect the paramount work of the Creator, and that he may live the rewarding and abundant life promised in the Scriptures to those who do His will.

Another aspect of having been created in the image of God is that every human being is endowed with a power akin to that of the Creator—individuality, the power to think and to do. It is the work of true

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\*The college is operated by the Southern Union Conference of Seventh-day Adventists which is comprised of the churches in the states of Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, and Tennessee.



education to develop this power, to train youth to be thinkers and not mere reflectors of other men's thoughts; it is the purpose of this college to send forth men and women who possess breadth of mind, clearness of thought, and courage of conviction.

Seventh-day Adventists believe that knowledge of a personal God can never be derived by human reason alone, but that God has communicated His nature, purposes, and plans through divine revelation. They further believe that the Bible—both Old and New Testaments—was given by inspiration of God, contains a revelation of His will to men, and constitutes the only unerring rule of faith and practice. The purpose of Christian education is to assist the students in knowing and doing, with Christ's help, the will of God more perfectly. Only through Christ can man be restored fully as he was created in the image of God.

Our educational philosophy is, then, that true education means more than the pursuit of a certain course of study or a preparation for the life that is now. It encompasses the whole being and the whole period of existence possible to man. It is the harmonious development of the physical, mental, social and spiritual powers, preparing the student for the joy of service in this world and in the world to come.

### III. STATEMENT OF OBJECTIVES

A. It is the objective of Southern Missionary College to provide curricular and co-curricular activities to prepare creative and dedicated leaders to advance the program of the Seventh-day Adventist Church.

B. It is the objective of Southern Missionary College to provide experiences which will enable the student to:

Become a balanced individual through the harmonious development of his physical, social, mental, and spiritual faculties.

Determine the basic purpose for his life.

Determine his goals and values and to establish his priorities.

Appreciate himself as a unique person while cultivating a sensitivity for the dignity and rights of others.

Acquire a sense of individual responsibility and resourcefulness.

Adopt principles of healthful living, including a balance in diet, physical exercise, adequate rest, and the abstinence from alcohol, tobacco, amphetamines, barbiturates, hallucinogens, narcotics, and other substances or practices harmful to his well being.

Develop emotional maturity as well as physical health in an atmosphere of Christian fellowship and security marked by acceptance, personal concern, and love.

Prepare for contributions to mankind through employment in one or more of the various occupational pursuits.

Learn the value of and receive satisfaction from service to others.

Recognize and accept the principle that value in service be given in exchange for wages.

Learn respect for the dignity of manual labor.

Augment formal instruction with on-the-job training and actual supervised work experience in order to prepare for service in occupational fields as well as to provide means of financial support.

Learn to work well with other people.

Develop wholesome social relationships from the casual and temporary to the close and permanent.

Gain respect for the democratic decision-making processes.

Acquire knowledge and skills—through listening, reading, observing, and discussing for effective participation in democratic processes—to participate constructively in civic and community activities.

Understand and appreciate the world in which he lives through the acquisition of information pertaining to the common heritage in the arts and sciences.

Develop intellectual curiosity, reflective thinking, and the desire to achieve his potential in the search for truth.

Foster an appreciation for that which is elevating and beautiful—particularly God's handiwork in nature and the best in the fine arts.

Gain an understanding of our natural environment, realize the dangers threatening this environment, and assist in its preservation. Develop and exercise creativity in thought and action.

Gain a knowledge of, appreciation of, and opportunity for commitment to God's redemptive plan for man through Jesus Christ as taught from the Bible by Seventh-day Adventists.

Understand and appreciate a Christian value system, allowing it to so permeate his life as to form the primary basis for decision making under any circumstances at any time.

Participate actively as a responsible Christian citizen in the program of the Seventh-day Adventist Church.



## **THIS IS SMC**

C. It is the objective of Southern Missionary College to provide cultural, informational, instructional, and religious resources and services for the community.

### **HISTORY**

In 1892 the educational venture that developed into Southern Missionary College had its beginning in the Seventh-day Adventist Church in the small village of Graysville, Tennessee. The school became known as Graysville Academy. In 1896 the name was changed to Southern Industrial School and five years later to Southern Training School.

In 1916, because of limited acreage available for further expansion of plant facilities, the school was moved to the Thatcher farm in Hamilton County, Tennessee. The name “Collegedale” was given to the anticipated community. At its new location the school opened as Southern Junior College and continued as such until 1944 when it achieved senior college status and the name was changed to Southern Missionary College. Through the ensuing years the College has become known to its alumni and friends as SMC.

### **SETTING**

SMC is unique in its location. The main campus is nestled in the pleasing Collegedale valley, surrounded by some seven hundred acres of school property. The quietness and beauty of its peaceful surroundings is in keeping with the educational philosophy of its governing organization.

The community and campus post office address is Collegedale which is located eighteen miles east of Chattanooga and three miles from Ooltewah off Interstate Highway 75 (formerly U.S. 11 and 64). The Southern Railway line passes through the north side of the campus. A bus service operated by the CARTA Line serves the college campus.

The Orlando campus situated in Florida’s “City Beautiful” at the Florida Hospital provides additional clinical facilities for the baccalaureate program of the Division of Nursing. The Madison campus at Madison, Tennessee, offers many of the clinical facilities used in the Associate of Science program in nursing.

### **ACCREDITATION AND MEMBERSHIPS**

SMC is accredited by the Southern Association of Colleges and Schools and is approved by the Tennessee State Board of Education for the *preparation of secondary, elementary and early childhood teachers.*

The curricula of both the Associate of Science degree program and the Baccalaureate degree program in nursing, including Public Health Nursing, are accredited by the National League of Nursing as surveyed by the Collegiate Board of Review. The Division of Nursing is an agency member of the Department of Baccalaureate and Higher Degree Pro-



grams of the Division of Nursing Education of the National League for Nursing. It is also accredited by the Tennessee Board of Nursing, and is recognized by the Florida State Board of Nursing.

The College is accredited by the Seventh-day Adventist Board of Regents and is a member of the Association of American Colleges, the American Council on Education, the Tennessee College Association, the American Association of Colleges for Teacher Education, the National Council of Accreditation for Teacher Education (NCATE), and the National Association for Schools of Music.

### ACADEMIC PROGRAM

The academic program consists of twenty departments offering twenty-nine majors and thirty-one minors in which students may qualify for the baccalaureate degree. Students may pursue programs of study leading to the Bachelor of Arts, Bachelor of Science and Bachelor of Music degrees. Various pre-professional and terminal curricula are available to students wishing to qualify for admission to professional school and to those wishing to take a two-year terminal program of a technical or vocational nature.

### THE FACULTY

The faculty determines the quality of the academic program. A commitment to learning enables SMC teachers to keep abreast of new knowledge in their respective fields, and through research discover the pleasure of exploring those areas of knowledge yet unknown.

The aim of the College is to achieve a closeness of teacher and student which will encourage the student to expand his interests and deepen his learning experiences by chatting informally with his instructors in the offices or on the campus. The faculty consists of well-trained men and women devoted to teaching and academic advising in their areas of specialization.

### SMC STUDENTS

Approximately sixty percent of the students of SMC come from the eight states comprising the Southern Union Conference of Seventh-day Adventists. However, most of the additional states and 25-30 foreign countries are also represented in the college community. Generally the student group is fairly equally divided between men and women.

Former SMC students are now serving in the ministerial, teaching, medical, and other services of the Seventh-day Adventist Church at home and abroad. Others are engaged in advanced study, business pursuits, government service, research activities, private and institutional medical services, and in the teaching professions on all levels.

## THIS IS SMC

### FACILITIES

*Wright Hall*—Completed in the spring of 1967, this facility houses all the major administrative offices. Academic, business, and student personnel offices are located in the two-story colonial structure.

*Lynn Wood Hall*—The instructional building, named in honor of Dr. Lynn Wood, president of the College from 1918-1922, is a three-story structure housing teachers' offices and classroom facilities.

*Hackman Hall*—Earl F. Hackman Hall, modern in arrangement and appointment, a commodious, two-story, fireproof building, contains various well-equipped lecture rooms and laboratories of the Chemistry and the Biology Departments. The first phase of this building was completed in 1951. An addition, comparable in size to the first unit, was completed in 1961.

*Miller Hall*—The Harold A. Miller Hall, completed in 1953, houses the music department. This two-story, fireproof building provides studios, practice rooms, and an auditorium equipped with a Baldwin grand piano and a Schantz pipe organ installed in 1962. The building was named in honor of Harold A. Miller, who for many years headed the Music Department.

*Thatcher Hall*—Thatcher Hall provides facilities for 750 women. This three-story building is carpeted and air conditioned throughout with a bath between each two student rooms.

*Talge Hall*—Formerly the women's residence hall, this building has been converted to accommodate approximately 510 men. This modern, fireproof structure was completed in 1961 to house 275 students. In 1964 and 1976 new wings were completed to house an additional 235 students. The spacious and beautiful chapel with adjoining prayer rooms, the parlors, and the kitchenette are but a few of the attractive features which provide for enjoyable and comfortable living.

*McKee Library*—Completed in 1970, the McKee Library embodies the spirit of culture and learning. It is built to accommodate 300,000 volumes and will seat more than 600 students, most of them in individual carrels.

*Daniells Hall*—Formerly the college library, Daniells Hall was renovated in 1970 to accommodate the departments of Physics, Mathematics and Computer Science.

*Student Center*—This building houses teachers' offices and classrooms on the first floor and the cafeteria on the second floor. On the third floor are located Student Association offices, a formal and an informal lounge, a snackshop, a prayer room and the Chaplain's office.



*Spalding Elementary School*—This modern one-story elementary school is named for Arthur W. Spalding. The eleven classrooms, auditorium, and recreation room serve as a vital part of the teacher-training program and in the education of the boys and girls residing in Collegedale.

*Summerour Hall*—This modern two-story structure was completed in the fall of 1971. The complex houses the entire Home Economics facility and includes a foods lab, sewing lab, crafts lab, interior design classroom, child development observation room, other classrooms, and an auditorium seating 126.

*Collegedale Children's Center*—The Collegedale Children's Center is sponsored by the Home Economics Department of Southern Missionary College. Both full- and part-time day care plus enrichment programs are offered. Children are encouraged to develop according to individual interests and abilities through informal experiences with materials and other children.

*Ledford Hall*—This modern, well-equipped Industrial Arts facility completed in the summer of 1964, was a gift of the McKee Baking Co. The one-story brick structure contains teacher offices, a classroom, and auto mechanics, welding, drafting, machine shop and printing labs.

*Physical Education Building*—This new facility, made possible by the Committee of 100 for the development of Southern Missionary College, incorporates the latest advancements in design and equipment. It contains a large gymnasium with three basketball courts, a classroom, teacher offices, shower facilities, and a fully enclosed olympic size swimming pool. The pool was contributed by the students who raised \$30,000 in a special campaign to finance the project.

*Mazie Herin Hall*—This building was completed in the summer of 1975 to serve the needs of the new Division of Nursing, which combines the previous B.S. and A.D. programs in nursing. The building comprises offices, classrooms, conference rooms, a laboratory and a self-paced learning center.

*Collegedale Church*—The Collegedale church, completed in the fall of 1965, is the spiritual home of the students and faculty of Southern Missionary College and the residents of the local community. Of modern architecture, the church seats approximately 1,800 in the main sanctuary, in addition to Sabbath School rooms and offices for the pastor and assistant pastor.

*Collegedale Academy*—This building contains all the facilities for operating the day program of the secondary laboratory school. The



## THIS IS SMC

academy serves commuting students from Hamilton and Bradley Counties.

*College Plaza*—The beautiful College Plaza Shopping center completed in the spring of 1963 contains the Village Market, Southern Mercantile, Campus Kitchen, Campus Shop, Collegedale Interiors, Georgia-Cumberland Conference Branch Book and Bible House, Washateria, Beauty Parlor, Collegedale Credit Union, Collegedale Insurance, U.S. Post Office, a modern service station, a bank, and other office space.

*Computer Center*—A large, digital computer system is installed on campus, with numerous terminals in administrative offices, academic department, the cafeteria, and other auxiliary centers.

The Computer Center is used for administrative records management, for classroom instruction and for research, and the staff is always available for academic consultation. Several departments have integrated computer usage into course work.

*Auxiliary and Vocational Buildings*—The auxiliary and vocational buildings include the College Press, Laundry, Cabinet Shop, Broom Shop, Bakery, and Central Plant.

*Student Apartments*—The college maintains a number of housing units as well as a trailer park for married students. Additional facilities are available in the community.

## **STUDENT LIFE AND SERVICES**

A college is not only classroom instruction but also a mode of association. The effectiveness of the college program is enhanced if students choose to develop their particular interests and to meet their needs through significant participation in the non-academic activities provided. Advisers are available to give counsel and direction in planning the total college program. Students are encouraged to take advantage of the facilities and opportunities planned for their cultural, social, and spiritual growth.

### **RESIDENCE HALL LIVING**

Living in a college residence hall with its daily and inevitable “give and take” prepares the student to meet the vicissitudes of life with equanimity, teaches respect for the rights and opinions of others, and affords a first hand experience in adjusting to a social group.

To assure students this beneficial experience, the College requires those students who take more than three semester hours of classwork, who are unmarried and who are not living with their parents or other close relatives in the vicinity to reside in one of the residence halls.

### **DINING**

For the promotion of student health and simultaneous cultural development, SMC provides a complete cafeteria service, organized to serve the student's schedule with utmost consideration. Service by the cafeteria staff is available for the many student and faculty social functions of the school year.

The modern decor of the spacious dining hall makes it an inviting center of the social and cultural life of the College. Auxiliary dining rooms are available for meetings of various student or faculty organizations.

### **HEALTH SERVICE**

The Health Service is administered by the Director of Health Service in cooperation with the College Physician. Regular office hours are maintained by the service director. The College Physician holds regular clinic hours each morning.

The room rental charge for residence hall students covers the cost of routine services and non-prescription medications, and infirmary care,



## STUDENT LIFE AND SERVICES

as provided under the College group plan. In case of major illness, students may be referred to off-campus hospital facilities. Students when accepted will be supplied with a brochure in which complete information is given concerning the benefits of the health and accident insurance group plan. The College is not responsible for injuries sustained on or off the campus, but is prepared to render first aid assistance as needed.

It is required that all new students submit to a medical examination before coming to SMC. The medical examination form sent out with the application must be used by the examining physician and returned to the College.

## GUIDANCE AND COUNSELING SERVICE

During registration each student is assigned a curriculum adviser to assist in program planning. Throughout the school year the curriculum adviser will be available for advice and guidance on academic questions.

Although curriculum advisers may be consulted on questions and problems other than academic ones, students are invited to seek counsel from any member of the faculty. Personal problems will be given thoughtful consideration. Members of the faculty deem it a privilege to discuss with the student great principles, concepts, and ideas in an atmosphere of informality and friendliness. Students are urged to become personally acquainted with as many members of the faculty as possible.

Students with personal problems who wish assistance from a professional counselor should consult the Dean of Students or Director of Counseling Services. Personnel trained in psychology and counseling are available to those with serious social and personal problems.

The testing service works in close cooperation with the counseling service in providing guidance information to both students and counselors. Students are urged to take advantage of the testing service as a means of obtaining information useful in choosing a profession or occupation.

## ORIENTATION PROGRAM

SMC has a personal interest in the success of the student desiring a college education. There is much that the student must do for himself in getting acquainted with the academic, social, and religious life of the College by perusing this bulletin and the *SMC Student Handbook*. Instruction and counsel is given which will help the student better understand the college program and what is expected of him as a citizen of the college community.

Orientation for new freshman students is held prior to the opening week of the fall term. It includes examinations and instruction helpful in

## STUDENT LIFE AND SERVICES

course planning. The student is introduced to the facilities, purposes, and functions of the college. Social occasions are also provided when students may meet faculty members and fellow students. All new freshman students are required to attend the orientation program.

### STUDENT EMPLOYMENT SERVICE

The College operates a variety of auxiliary and vocational services and enterprises where students may obtain part-time employment to defray a portion of their school expenses. Opportunities to engage in productive and useful labor can help to develop character traits of industry, dependability, initiative and thrift. Students may also take advantage of these employment opportunities to acquire vocational skills by contacting The Director of Student Finance.

Students who accept employment assignments are expected to meet all work appointments with punctuality. To be absent from work appointments without cause or previous arrangement, or notification of illness is sufficient reason for discharge. Students accepting employment by the College are required to maintain their work schedule during the entire semester including examination week.

Residence hall students may not secure off-campus employment without permission of the Dean of Students.

### SENIOR PLACEMENT SERVICE

One of the personnel services of the College is that of assisting graduates in securing appointments for service. The Placement Service distributes information concerning senior students to a wide list of prospective employers. The Dean of Students serves as the liaison officer in bringing graduate and employer together.

### STUDENT ASSOCIATION

Every student at SMC who is taking 8 or more semester hours of classwork is a member of the Student Association, with voting privileges in the election of officers. Opportunities for leadership development and for cooperation in achieving the objectives of SMC are afforded by the Association. The Association assists the College administration and faculty in the implementation of policies and assumes responsibility in giving direction to campus activities entrusted to it.

The Association's activities are coordinated and communicated through the Student Senate and Cabinet and their several committees. The activities include the publishing of the weekly newspaper, *Southern Accent*; the yearbook, *Southern Memories*; the announcement sheet, *Campus Accent*; and the student-faculty directory, *Joker*.

The activities and responsibilities of officers and the detailed organi-



## STUDENT LIFE AND SERVICES

zation of the Student Association are outlined in the *Student Association Constitution and By-laws*.

### CAMPUS ORGANIZATIONS

Aside from the Student Association and its committees, more than thirty campus organizations provide opportunity for leadership training. They may be classified under four divisions: church-related organizations, social clubs, professional clubs, and special interest or hobby clubs.

The church-related organizations are the Campus Ministry, Ministerial Seminar, Collegiate Adventists for Better Living, and the Colporteur Club.

The departmental clubs are organized by the instructional departments of the College under the sponsorship of department heads.

The social clubs are organized according to place of residence. These are the Married Couples' Forum; Upsilon Delta Phi, the men's club; and Sigma Theta Chi, the women's club.

### CONCERT-LECTURE SERIES

Each year students have the privilege of attending a concert-lecture series featuring distinguished artists, lecturers, and film travelogues. These programs are generally scheduled for Saturday or Sunday nights. The cost of season tickets issued to students at the beginning of each year is partially included in the tuition.

### FINE ARTS SERIES

To cultivate an appreciation for that which is elevating and beautiful in the fine arts, evening concerts by visiting musicians are sponsored by the Fine Arts Department. Art exhibits by prominent artists are displayed in the McKee Library and in the Student Center, and are open to the public.

### STANDARD OF CONDUCT

In harmony with the objectives of the College, high standards of behavior are maintained to encourage the development of genuine Christian character. Mature Christian students of sound spiritual and social integrity delight in standards that elevate and ennoble. Admission to SMC is a privilege that requires the acceptance of and compliance with published and announced regulations. Only those whose principles and interests are in harmony with the ideals of the College and who willingly subscribe to the social program as ordered are welcomed.

A student who finds himself out of harmony with the social policies of the College, who is uncooperative, and whose attitudes give evidence of

## STUDENT LIFE AND SERVICES

an unresponsive nature may be advised to withdraw without specific charge. The use of tobacco or alcoholic beverages, the improper use of drugs, theatre attendance, card playing, dancing, profane or vulgar language, hazing, and improper associations are not tolerated.

Each student is expected to acquaint himself with the standard of conduct published in the *SMC Student Handbook*. The handbook includes levels of social discipline and the appeal route. A copy may be obtained from the Dean of Student Affairs. Interim announcements of policies adopted by the faculty are of equal force with those listed in official publications.

### CHAPEL AND WORSHIP SERVICES

In private parochial education it has been well known that elimination of residence halls convocation and all school convocations is the first step toward the separation of the school from its sponsoring church. Convocation exercises in the residence halls and for the combination student body serve educational and religious purposes. They also provide an element of unity which is one of the most desirable features of private education such as found at Southern Missionary College.

The religious emphasis weeks and the weekend church services assist the spiritual growth of the students comprising the college community. Students are required to attend these services regularly. Failure to do so will jeopardize the student's current status and readmission privileges.



## ADMISSION TO SMC

SMC welcomes applications from students regardless of race, sex, religion, color, or national origin whose principles and interests are in harmony with the ideals and traditions of the college as expressed in its objectives and policies. To qualify, applicants must give evidence of Christian character, intelligence, health, and a will to pursue the program outlined in this bulletin and the *SMC Student Handbook*. Although religious affiliation is not a requirement for admission, all students are expected to live by the policies and standards of the college as a church-related institution. Only those who by their conduct and attitudes respect the total program may have the privilege of student citizenship on the SMC campus.

### PREPARATION FOR FRESHMAN STANDING

Applicants for admission as freshmen must submit evidence according to one of the following patterns:

A. Regular students:

1. Graduation from an approved secondary school with at least 2.00 GPA in major subjects\*, and a minimum of 15 standard score in English and composite on ACT.

B. Students without graduation from secondary school:

1. At least 18 units, including 12 Carnegie units.
2. At least 3.00 GPA on solids (English, foreign language, mathematics, science, and social studies).
3. A minimum of 20 standard score in English and composite on ACT.
4. Must have recommendation of secondary school staff.
5. Must be socially mature.

C. Students with an equivalency diploma from their state of residence or a certificate of equivalence from the Home Study Institute if they meet the following requirements:

1. A minimum of 15 standard score in English and composite on the ACT.
2. The time of enrollment at Southern Missionary College is at

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\*Applicants for the nursing program need a GPA of at least 2.35 in major subjects.

least four calendar years after the completion of the eighth grade.

Applicants not meeting the requirements for regular admission will be given individual consideration.

While the College does not recommend specific subjects for admission, the following minimum preparation, with quality performance in evidence, is recommended:

- ▶ Three units of English, excluding courses in Journalism and Speech.
- ▶ Two or more units of mathematics including algebra—algebra and geometry preferred. For those wishing to pursue any curriculum in science or science-related fields, the second unit should be either algebra II or geometry.
- ▶ Two units of science—laboratory experience required in at least one unit. Students planning to enter the Program in Nursing must have taken high school chemistry with a grade of at least C in each semester. Students planning to take any paramedical or science curriculum should include either physics or chemistry.
- ▶ Two units of social studies. If World History is not included, Survey of Civilization should be taken during the freshman or sophomore year at SMC by all bachelor's degree students.

Two units of one foreign language, and a course in typing are recommended.

Other deficiencies revealed by transcript and entrance examinations will be given individual attention. Make-up work involving remedial non-credit courses and college level courses intended to satisfy secondary unit deficiencies may be assigned as part of the academic program during the freshman year.

### ADMISSION TO THE NURSING DIVISION

Students who wish to be admitted to nursing courses as freshmen or as transfers should refer to the Nursing section of the CATALOG for admission requirements.

### ADMISSION OF TRANSFER STUDENTS

Students wishing to transfer to SMC from another accredited college or university must follow the same application procedure as other students. Transfer credits may be applied toward the requirements for a degree when the student has satisfactorily completed a minimum of twelve semester hours in residence. A maximum of seventy-two semester hours may be accepted from a junior college. Background deficiencies revealed by transcripts and entrance examinations will be given individual attention. Students transferring from non-accredited institutions of higher education are given conditional status until the level of

## **ADMISSION TO SMC**

their academic performance in residence warrants promotion to regular status. Grades of less than "C" from such institutions will not be accepted toward meeting graduation requirements. A student who has been dismissed from another institution because of poor scholarship or citizenship, or who is on probation from that institution, is not generally eligible for admission until he can qualify for readmission to the institution from which he has been dismissed.

## **ADMISSION OF SPECIAL STUDENTS**

Mature individuals who do not meet the above college admission requirements and who do not wish to become degree candidates, or otherwise-qualified students who may desire limited credit for transfer to another institution of higher learning, may register as special students.

## **APPLICATION PROCEDURE FOR ADMISSION**

- ▶ Request application forms from the Office of Admissions and Records.
- ▶ Return the completed application, budget sheet and medical form to the Office of Admissions and Records with the application fee of \$10. This fee is \$10 if the application is received at least six weeks before the beginning of the semester. After that the fee will be \$15.
- ▶ It is the student's responsibility to request his former schools (high school and college) to forward his transcripts to the Office of Admissions in support of his application. This will become the property of the College. **NO TRANSCRIPT WILL BE ACCEPTED DIRECTLY FROM AN APPLICANT.**
- ▶ To permit a more effective program of counseling for admission, applicants who have earned fewer than 12 semester hours must submit scores from the American College Testing Program (ACT). Test scores are valuable in determining ability to pursue a college program, and in discovering areas in which the student may be deficient.
- ▶ Upon receipt of the application, transcripts of credits, recommendations and test scores, the Admissions Committee will notify the applicant of the action taken.

## **WHEN TO APPLY OR REAPPLY**

New students are urged to submit applications not later than the last term of the senior year of high school. Applications submitted at the beginning of the senior year will sometimes enable the College to



suggest ways of strengthening the student's preparation. Because of the difficulty sometimes encountered during the summer months in obtaining necessary transcripts, test scores, and recommendations, more time will be necessary for processing late applications.

Students in residence may submit re-applications without charge until March 31. Thereafter the regular application fee of \$10 will be required until July 15, after which the fee becomes \$15.

## **PROGRAMS OF STUDY DEGREES AND CURRICULA**

As a Christian liberal arts college, SMC intends that God be placed at the center of all learning experience. Through classroom instruction, the spiritual emphasis on college life, and the organized social program for the student, an effort is made to assist students in arriving at a realistic and a satisfying perspective of the universe.

A Christian liberal education at SMC is primarily concerned with character and intelligence, neither of which it can create. It attempts to provide the atmosphere and conditions under which both can be discovered and nurtured to maturity. In essence, it seeks to:

- ▶ Engender a considered sense of judgment and values involving commitments to moral positions based on Christian philosophy, religion and experience.
- ▶ Liberate the individual human mind as essential to the discovery and acquisition of truth.
- ▶ Reveal that education is both discipline and delight, and that meaningful, lasting benefits flow from men and women who have become involved in the pleasures of learning.
- ▶ Provide knowledge of classified facts pertaining to man's relationship to his physical and social universe.
- ▶ Develop basic abilities and skills that are widely transferable and needed in nearly all of man's pursuits. To understand people, to be able to organize and communicate effectively, and to possess a will to follow through with the assigned task at hand are all essential tools for successful living.

### **PLANNING A COURSE OF STUDY**

When planning for college, the student should consider in detail the course of study desired as a preparation for a specific profession or occupation. It is not always necessary to have made firm decisions about the choice of one's life work before entering college. Some students prefer to take a general program of education during the freshman year while exploring several fields of knowledge. This approach need not result in loss of credits if carefully planned.

Students planning to teach should consult the Department of Education so as to include courses in teacher education as a part of their

program of study in order to qualify for denominational and state certification.

The programs of study and the over-all graduation requirements outlined in this bulletin should be seriously considered by students in advance of registration. After careful study of the desired program the student should then consult his faculty adviser. If convenient, freshman students may wish to consult faculty advisers during the summer months prior to the beginning of the fall term.

The College offers programs of study leading to the Bachelor of Arts, Bachelor of Science, and Bachelor of Music Degrees, as well as numerous associate degree programs. Although SMC is essentially a liberal arts college, pre-professional and terminal curricula are offered for students who do not wish to complete the bachelor's degree.

### GENERAL DEGREE REQUIREMENTS

The general degree requirements for a baccalaureate degree are:

- ▶ Satisfactory make-up of deficiencies revealed by high school transcript and entrance examinations.
- ▶ A minimum of 124 semester hours including 40 hours of upper biennium credits, with at least 14 upper biennium in the major and 6 in the minor, and a resident and cumulative grade point average of 2.00 (C) or above. Students receiving the Bachelor of Science degree in Nursing or the Bachelor of Music Education degree will need 128 semester hours.
- ▶ Completion of a major and minor (two majors accepted), with a cumulative grade point average of 2.25 in the majors\*; the general education requirements; and electives to satisfy the total credit requirements for graduation. Courses completed with grades lower than a "C-" may not be applied on a major or minor. No course may fulfill both major and minor requirements of the same student.
- ▶ Completion of the Undergraduate Record Examinations Area, Field and Aptitude tests.
- ▶ Students wishing to obtain a second degree will need to complete, beyond the 124 minimum hours required, (a) a minimum of 30 hours including 16 upper biennium and, (b) a new major.

The general degree requirement for an associate degree are:

- ▶ A minimum of 64 semester hours and resident and cumulative grade point average of 2.00 (C) or above. Nursing majors need 66 semester hours.

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\* A music major requires a grade point average of 2.25 in applied music and other music courses, calculated separately.



## PROGRAMS OF STUDY

- ▶ Completion of a major with a cumulative grade point average of at least 2.00, the general education requirements, and electives to satisfy the total credit requirements for graduation. Courses completed with grades lower than "C-" may not be applied on a major.
- ▶ Students who have completed one associate degree and who wish to obtain another associate degree may do so upon completion of the curriculum prescribed for the second degree. The work completed for the second degree must include at least 24 hours in residence over and above the number of hours earned for the first degree. If the second associate degree is earned subsequent to the first associate degree, the requirements for the second degree will be governed by the provisions of the CATALOG in effect at the time the student re-enters the college for work toward the second degree.
- ▶ Students who wish to obtain an associate degree at the time they receive a baccalaureate degree may do so if the degrees are in different fields. If requirements for an associate and a baccalaureate degree in the same field are completed at the same time, only the higher degree will be conferred.

## GRADUATION REQUIREMENTS

Transcripts of correspondence and transfer credits must be received at the office of admissions and records before the student is allowed to graduate.

*Dates of Graduation:* The date of graduation will be (a) the date of commencement for those graduating at the close of each semester or (b) for others, the last of the month in which graduation requirements are met, with the exception of the month preceding the month in which a commencement exercise is held when the date will be the actual date of the commencement.

*Participation in Graduation Exercises:* Seniors may participate in the next graduation exercise held following completion of their work. Graduation exercises are scheduled in December and May. Students completing their work in the summer may participate in the May exercises by permission of the Academic Dean. Requests to do so must be submitted to the Academic Dean by April 1.

*In Absentia Policy:* Seniors who are enrolled at Southern Missionary College during the semester in which the commencement exercise is held are to be present for the ceremony, or an *in absentia* fee of \$25 will be levied.

*Deferred Graduation:* A student is ordinarily allowed to graduate under the requirements of the CATALOG of the year in which he enters the college or of any subsequent year in which he is in attendance. If a

student who is studying for a baccalaureate degree fails to graduate within six calendar years (4 years for an associate degree), he must reorganize his degree plan to conform to the current CATALOG. Time spent on active military duty is not considered a part of this allowed time.

## RESIDENCE REQUIREMENTS

*Baccalaureate Degree:* Thirty semester hours of credit must be completed in residence immediately preceding the conferment of the Baccalaureate degree. These hours must include 16 upper division, with eight in the major and three in the minor fields.

*Associate Degree:* Twenty-eight semester hours of credit must be completed in residence immediately preceding the conferment of the Associate degree. Sixteen of these hours must be in the major area of study.

## GENERAL EDUCATION REQUIREMENTS

The well-educated individual must possess an understanding of the broad outlines of human knowledge as well as of his chosen field of specialization. It is the purpose of general education to provide the student with a capability for critical thinking and a knowledge of his cultural heritage and spiritual, physical and social environment. The student's health, labor and recreation are covered in both theoretical and practical courses. Thus all degree candidates are required to select certain general education courses as a part of the total educational program. It is expected that every student will take courses in Religion and English during the freshman year, and a large proportion of the general education requirements should be completed before any upper division work is taken. Any divergence from the general education program is outlined under the specific major requirements.

No course in a student's first major shall meet his general education requirements. Religion and Theology majors shall distribute the 12 hours of general religion (Man's God) requirements over the remaining four general education categories with each being represented.

### GENERAL EDUCATION REQUIREMENTS

	B.A., B.S., B.Mus.	A.A., A.S.
A. Man's God .....	12 hours	6 hours
B. Man's Culture .....	15 hours	6 hours
C. Man's Environment .....	12 hours	6 hours
D. Man's Communication Needs .....	8 hours	6 hours
E. Man's Labor and Recreation .....	6 hours	3 hours
Total Gen. Educ. Requirements .	53 hours	27 hours

General education subjects will be selected from the following groups:

## PROGRAMS OF STUDY

### A. MAN'S GOD

Bachelor's degree programs require 12 hours selected from sections 1 & 2 and Associate degree programs require 6 hours selected from the same sections. Transfer students will need three semester hours for each year in attendance at an SDA college, with a minimum of six hours.

#### 1. *Bible*

RELB 125, 335, 336, 425, 426, 445, 446

#### 2. *Religion and Applied Theology*

RELT 105 (for students with no academy Bible)

RELT 138 (required of all students)

RELT 155, 225, 367, 368

RELP 235, 305, 307, 373\*

Only one of the following courses is applicable: RELT 315, 317, 325.

### B. MAN'S CULTURE

Bachelor's degree programs require three of the following four numbered groups represented. Associate degree requirements may be selected from the total groups.

#### 1. *History*

HIST 154, 155, 174, 175, 354, 355, 356, 357, 358, 364, 365, 374, 375, 376, 377, 378, 465

#### 2. *Literature*

ENGL 213, 214, 215, 216, 333, 334, 335, 336, 337, 338, 444, 445  
MDLG 304

GRMN 355, 356, 358, 359, 364, 425, 435

SPAN 355, 356, 445, 455, 456

#### 3. *Modern and Biblical Languages*

GRMN 101, 102, 211, 212, 344, 347, 354

SPAN 101, 102, 211, 212, 344, 354, 365

FREN 211, 212

RELL 271, 272, 311, 312

#### 4. *Humanities; Art and Music Theory*

ART 345, 346

MUHL 314, 315

HMNT 205

### C. MAN'S ENVIRONMENT

Bachelor's degree programs require each of the following numbered groups to be represented by not less than 3 semester hours. Associate degree requirements may be selected from the total groups.



## PROGRAMS OF STUDY

### 1. *Physical Environment*

BIOL 104, 105, 106, 107, 125, 126, 155, 156, 205, 226, 314, 315,  
316, 317, 325, 414, 416  
CHEM 101, 102, 104, 105, 151, 152, 201, 202  
PHYS 107, 155, 211, 212, 213, 214, 315, 317  
FDNT 125  
MATH 104, 105, 114, 115, 215, 216, 217, 315

### 2. *Human and Social Environment*

PSYC 124, 126, 127, 225, 315, 316, 317, 377  
SOCI 125, 223, 224, 275, 424, 425, 427  
SOCW 221  
BUAD 128, 253, 337, 338  
ECON 224, 225, 324  
HLED 173, 203, 373  
EDUC 125, 126, 226, 316, 425  
PLSC 254, 366  
GEOG 204  
HMEC 313, 314

## D. MAN'S COMMUNICATION NEEDS

Bachelor's degree programs require each of the numbered groups to be represented. Associate degree requirements may be selected from the total group.

### 1. *English (non-literature)*

ENGL 101:102  
JOUR 111, 316

### 2. *Speech*

SPCH 135, 136, 236, 237

## E. MAN'S LABOR AND RECREATION

Bachelor's degree programs require each of the numbered groups to be represented. Associate degree requirements may be selected from the total group.

### 1. *Applied Skills*

ACCT 121, 122, 317  
CPTR 125, 217, 218, 219  
HMEC 146, 147, 149, 164, 165, 166, 244, 315, 316, 345, 346, 349  
FDNT 126, 127, 217, 317  
INDS 121, 122, 145, 149, 154, 155, 174, 175, 176, 177, 255, 265,  
274, 325  
SECR 104, 105, 114, 115, 117, 214, 218  
AGRI 105  
NRSG 204

## PROGRAMS OF STUDY

LIBR 125, 126, 225, 325, 425

AVIA 101, 102

### 2. Recreation

PETH 261, 265, 266

PEAC (any P.E. activity course)

ART 104, 105, 218, 221, 222, 225, 235, 236, 250, 318

MUPF (any church music, applied music, or music ensemble course)

CMME 225, 331

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\*For baccalaureate degree only.

## MAJORS

Fifteen majors for the Bachelor of Arts degree are offered:

Art	Mathematics
Biology	Music
Chemistry	Physics
Communication	Psychology
English	Religion
German	Spanish
History	Theology
Language and Culture	

Fourteen majors for the Bachelor of Science degree are offered:

Accounting	Home Economics
Behavioral Science	Industrial Arts
Biology	Management
Chemistry	Medical Technology
Early Childhood Education	Nursing
Elementary Education	Office Admin.
Health, Phys. Ed. and Recreation	Physics

The Bachelor of Music degree is available to students planning to major in music with special emphasis in music education. The detailed requirements for this professional degree are outlined under the Department of Music in the section "Departments and Courses of Instruction."

## MAJOR AND MINOR REQUIREMENTS

The College offers thirty majors and thirty-one minors for students wishing to qualify for a baccalaureate degree. Minors are offered in Applied Theology, Biblical Greek, Communication Media, Computer Science, Fields Related to English Education, Foods and Food Service, History for Religion Majors, Journalism, Library Science, Marriage and Family Relations, Psychology, Sociology, and Speech, as well as in most major fields of study listed under the degree programs. Each major for a

## PROGRAMS OF STUDY

baccalaureate degree consists of thirty hours or more in the chosen field of specialization of which a minimum of fourteen must be upper biennium credit. The total of semester hours required for each major for the Bachelor of Science and Bachelor of Music degrees varies with the field of specialization chosen.

All minors consist of eighteen semester hours. Six hours of a minor must be upper biennium credit.

The specific requirements for majors and minors are given under the respective departments in the section "Departments and Courses of Instruction." No class may fulfill both major and minor requirements.

### PRE-PROFESSIONAL CURRICULA

SMC offers pre-professional and pre-technical programs in a wide variety of fields which may prepare students for admission to professional schools or to enter upon technical careers. Below are listed the pre-professional curricula most frequently chosen by students.

Dentistry	Occupational Therapy
Dental Hygiene	Optometry
Dietetics	Osteopathy
Engineering	Pharmacy
Law	Physical Therapy
Medical Record	Public Health Science
Administration	Veterinary Medicine
Medicine	X-Ray Technology

Pre-professional and technical admission requirements may vary from one professional school to another. The student is, therefore, advised to become acquainted with the admission requirements of the chosen school.

Detailed requirements for the pre-professional curricula are outlined in the section on "Pre-Professional Curricula."

### TERMINAL CURRICULA

Southern Missionary College offers the following twelve terminal curricula leading to the Associate of Science degree.

Art	Industrial Technology
Business	Media Technology
Computer Science	Music
Food Service and	Nursing
Bakery Management	Office Administration
Homebuilding Technology	Preschool Education
Home Economics	

In addition to the above, one-year programs in Clerical and Food Service are offered.

Complete details of course requirements for the terminal curricula are outlined in the departmental descriptions in the bulletin section "Departments and Courses of Instruction."



# ACADEMIC INFORMATION

## REGISTRATION

Students are expected to register during the scheduled registration periods designated in the school calendar. The registration process is complete only after all procedures have been met and registration forms are returned to the Office of Records. Freshmen are required to participate in the Orientation Week activities.

*Late Registration.* Permission to register late must be obtained from the Director of Admissions and Records. Students failing to register during the scheduled registration periods will be assessed a late registration fee of \$10.00 and \$2.00 for each additional day. The course load of a late registrant will be reduced by one to two semester hours of each expired week of instruction. No student should expect to register after two weeks of the semester have elapsed.

*Changes in Registration.* To avoid changes in registration the student should carefully consider the program of courses necessary to meet his objectives. To avoid subsequent adjustments, a balance must be maintained between the course load, work program, and extra-curricular activities.

If expedient, changes in the student's program may be made during the first week of instruction by the Director of Records with the approval of the course instructor. Subsequent changes must also have the approval of the Academic Dean. To effect a change in courses, the student must obtain the appropriate change of registration voucher at the Office of Records. After having the proposed change of program approved, the student must return the form to the Office of Records. Course changes and complete withdrawals from the school become effective on the date the voucher is filed at the Office of Records. A fee of \$5.00 will be assessed for each change in the course program following the first week of instruction.

A student may not change from one course section to another without the approval of the instructor and the Director of Records.

A student may withdraw from a class up to three weeks after the end of the mid-term and receive a grade of "W" automatically. A student withdrawing from a class after that up to the last class before final examinations will be assigned a grade of "W" or "WF" by the teacher.

*Auditing Courses.* With the approval of the department, a student

## ACADEMIC INFORMATION

may register on an audit basis in courses (other than private lessons) for which he is qualified. Auditors are to be admitted to classes of limited enrollment only if there are places after all students who wish to enroll for credit have been accommodated. Class attendance is expected but examinations and reports may be omitted. With the approval of the instructor a student may change a course registration from audit to credit, or from credit to audit, during the first week of instruction only. No credit is given for courses audited, and the fee is one-half of the regular tuition charge.

### COURSE LOAD

The measure of a college course is expressed in semester hours. A semester hour usually consists of one fifty-minute class period per week for one semester. Thus, two semester hour classes are scheduled to convene twice a week and three semester hour classes three times a week. A laboratory period of two or three hours is equal to one class period.

To qualify for a baccalaureate degree in four years, a student must take an average load of sixteen hours per semester. The summer term may be used to advantage by students wishing to complete degree requirements in less than four years or by students having to take reduced programs of studies during the regular academic year.

Except by permission of the Academic Dean, a resident student may not register for more than sixteen or less than eight semester hours. By permission, students of superior scholastic ability may register for a maximum of eighteen hours. Freshmen may not exceed seventeen hours. A student is expected to pursue a program of studies equal to his ability.

*Study-Work Program.* It is exceedingly important that the student adjust the course load to achieve a reasonable balance in study and work. During registration the student should confer with his adviser or major professor in planning the proper balance of study and work. In determining an acceptable study-work program, the student's intellectual capacity and previous scholastic record are considered. Exceptions to the following schedule of study and work must receive the approval of the Academic Dean.

Course Load	Maximum Work Load
16 hours .....	16 hours
14 hours .....	20 hours
12 hours .....	26 hours
10 hours .....	32 hours
8 hours .....	38 hours

## ACADEMIC INFORMATION

Students of average scholastic ability are advised to plan a study-work program involving less than the maximum hours of labor permitted. Freshmen in particular need more time for orientation and adjustment to the college academic program.

### GRADING SYSTEM

Mid-semester and semester grade reports are issued to the student and his parent or guardian (if authorized by the student). Only semester grades are recorded on the student's permanent record at the College. The following system of grading and grade point values is used:

A	4.0 grade points per hour	D	1.0 grade points per hour
A-	3.7 grade points per hour	D-	0.7 grade points per hour
B+	3.3 grade points per hour	F	0.0 grade points per hour
B	3.0 grade points per hour	W	Withdrawal
B-	2.7 grade points per hour	WF	Withdrew Failing (0.0 grade points per hour)
C+	2.3 grade points per hour	AU	Audit
C	2.0 grade points per hour	NC	Non-credit
C-	1.7 grade points per hour	I	Incomplete
D+	1.3 grade points per hour		

A student may receive an "incomplete" because of illness or other unavoidable delay. A student who believes he is eligible for an incomplete must secure from the Office of Admissions and Records the proper form on which he may file application with the Academic Dean to receive an incomplete. In order to receive credit, the student must make up his incomplete grade by the end of the first six weeks of the following semester.

A course in which the student received a grade of "C," "D" or "F" may be repeated before he takes a more advanced course in the same field. Only the last grade will be counted on repeated courses. No course may be repeated more than twice.

The grade point average may be calculated by dividing the total number of grade points earned by the hours attempted.

### ACADEMIC PROBATION

When for any reason a student's scholarship falls below a "C" (2.00) average, he will be placed on academic probation.

A student reaches the point of academic dismissal when his cumulative grade point average fails to reach the following accumulated levels:

<i>Semester Hours Attempted</i>	<i>G.P.A. Dismissal Level</i>
24-48	1.50
49-64	1.65
65-80	1.75
81-93	1.85
94-up	1.95



## ACADEMIC INFORMATION

Beginning freshmen will be allowed to attempt 23 semester hours over a period of two semesters before being subject to dismissal. Candidates for the Associate of Science degree must have a grade point average of at least 1.95 before being accepted for their final year and at least 2.00 to graduate.

A student academically dismissed may not be readmitted until two sessions have elapsed. Eligibility for readmission shall include successful college-level work taken in another institution or other evidence of maturity and motivation.

Transfer students should have a grade point average of at least 2.00 in order to be eligible for admission to Southern Missionary College.

Any person coming to the senior year with a grade point average of less than 2.25 in the major will be placed on academic probation.

Students with less than a 2.00 cumulative grade point average may not hold office in any student organization and may not participate in any non-academic organization which performs publicly on or off campus. In addition, to hold any elected office in a student organization a student must also have a cumulative grade point average of 2.25 or a 2.50 grade point average for the previous semester.

## CLASS AND CHAPEL ATTENDANCE

*Class Attendance.* Attendance at class and laboratory appointments is required. A student's schedule is considered a contract and constitutes a series of obligated appointments.

1. Absences: Absences are counted from the first scheduled meeting of the classes and are considered as either an excused or an unexcused absence. Excused absences are recognized as absences incurred because of illness, authorized school trips, or emergencies beyond the student's control.

To have an absence recorded as an excused absence the student must, upon returning to class, show the instructor an absence excuse blank signed by the proper authority as listed below. He must do so within the first two class periods after he returns to class.

- a. Illness: Teachers individually excuse students for illness. The Health Service keeps a list in their files of students who report being sick. Teachers may consult the Health Service in cases where they question whether or not the student was actually ill.
- b. Authorized school trips: The sponsor of the group should send a list of those who attended any such trip to the academic dean the

## ACADEMIC INFORMATION

day following the trip. He will make this list available to all teachers within 24 hours. If a certain person's name is not on the list, the instructor may record the absence as unexcused.

- c. All other excusable absences should be cleared through the academic dean.

If the number of unexcused absences in any class exceeds the number of hours credit in the class, it will be cause upon the recommendation of the instructor, with the approval of the academic dean, for dismissal from the class. A grade of W or WF will be recorded.

An instructor may announce at the first class meeting of a course that no student who is absent from class for 25 percent or more of class appointments will receive a passing grade. Four tardinesses may be considered as one absence.

2. Make-up work: A student may expect to make up class work only if the absence is excused. All make-up work involving examinations and other class assignments must be completed within one week after the student returns to class unless an extension of time is arranged with the instructor. A teacher may have the option, if it is agreeable with the individual student, to give an average grade on a make-up quiz or use it as one of the quizzes to be thrown out if that practice is followed. However, if the student prefers to be given a make-up quiz, it is his prerogative and the instructor shall be obliged to do so.

*Chapel Attendance.* The chapel service is provided for the spiritual and cultural benefit of the college family, to promote the interests of SMC, and to develop and conserve a spirit of campus unity. In essence the chapel attendance policy is the same as for class attendance in that no absences are permitted except for illness, authorized school trips, or emergency. Excuses must be presented at the Dean of Students office within 48 hours after the absence. It is the responsibility of each student to keep check of his chapel absences. Upon receiving the fourth unexcused absence, the student will receive a letter of advice, and upon receiving the fifth, a letter of warning. Additional unexcused absences will result in a student's being placed on citizenship probation. Continued absences may disqualify the student as a citizen on this campus.

A satisfactory chapel attendance record is required for readmission to SMC.

## VETERANS

Veterans or other eligible persons are required to attend classes in order to be eligible for educational benefits. Southern Missionary College is required to report promptly to the V.A. the last day of attendance when an eligible person withdraws or quits attending classes regularly.



## ACADEMIC INFORMATION

A veteran or eligible person may not be certified for any course or subject that does not fulfill requirements for his stated degree and major. Audited courses, non-credit courses (except for a required remedial course), and correspondence work cannot be certified.

Educational benefits will be discontinued when the veteran or eligible person ceases to make satisfactory progress. According to V.A. regulations, a student will be considered to be making unsatisfactory progress under any of the following circumstances:

1. He fails or withdraws from all subjects undertaken (except when there is a showing of extenuating circumstances) when enrolled in two or more subjects.
2. He fails to maintain good and regular academic standing for more than one semester.
3. He does not progress at such a rate as will make it possible for him to graduate within the approved length of the course, based on the training time paid by the V.A.

Benefits may be resumed only after the individual has obtained V.A. counseling and approval.

## SPECIAL EXAMINATIONS

Upon recommendation of the instructor and the approval of the Academic Policies Committee, a student may obtain a waiver of curricular requirements by successfully completing comprehensive examinations—written, oral, manipulative or otherwise, as determined by the instructor. Any request for waiver examinations is to be made at the regular registration period and the examination must be taken at a date within three weeks of the request being granted. A fee of \$5.00 is assessed.

## COLLEGE CREDIT BY EXAMINATION

The goals and objectives of the college emphasize not only facts and concepts, but also values and attitudes which are not easily measured by examinations. These values and attitudes can best be developed by the student's interacting over a period of time with peers and teachers committed to moral excellence, critical thinking, and the pursuit of truth. For this reason, most college credits should be earned through class participation. It is the philosophy of the college, however, that students with better than average background and knowledge in a subject should be given an opportunity to earn a limited amount of credit by examination.

Southern Missionary College will permit a maximum of one-fourth of the credit required for a given degree to be earned by examination. The college recognizes three types of examinations for this purpose: those



## ACADEMIC INFORMATION

prepared by each department which must be passed at "B" level or above, the College Level Examination Program (CLEP) subject examinations which must be passed at the 65th percentile or above, and the Advanced Placement Examinations which must be passed with a score of three or better. A student may challenge by examination a given course only once. No course may be challenged after the student has enrolled in that course beyond the second week of a semester. No course may be challenged as part of the last thirty hours of any degree. Grades are recorded for departmental challenge examinations and scaled scores are recorded for nationally normed examinations. Permission to take a departmental examination, for which there is a \$25 fee, must be obtained from both the department chairman and the academic dean.

Credit for challenge and/or validation examinations will not be placed on a student's permanent record and is, therefore, not transferable until that student has successfully completed twelve semester hours in residence at Southern Missionary College.

Additional information concerning challenge examinations may be obtained from the Office of Admissions or the College Counseling and Testing Center.

## CORRESPONDENCE AND EXTENSION COURSES

A maximum of twelve semester hours of correspondence or extension credit may apply toward a baccalaureate degree program and eight hours toward a two-year terminal curriculum.

The Home Study Institute of Washington, D.C., is the officially recognized correspondence school of Southern Missionary College. The college recommends the Home Study Institute for those students needing correspondence credit and accepts all such credits when the study program is approved by the director of admissions and records prior to enrollment.

A student will be permitted to carry correspondence or extension work while in residence only if the required course is unobtainable at the College. Correspondence courses, whether taken while in residence or during the summer, must be approved in advance by the Director of Admissions and Records.

Correspondence work may not apply on the upper biennium requirements of the major or minor. A minimum grade of "B" must be earned to apply on the lower biennium requirements for a major. Correspondence credit with a "D" grade is unacceptable and a course in which the student earned a grade of "D" or "F" while in residence may not be repeated by correspondence. No correspondence credit will be entered on the student's record until he has earned a minimum of twelve hours in residence with an average of at least "C." Official transcripts must be in the Office of Admissions and Records before a diploma will be ordered.

## ACADEMIC INFORMATION

The graduation date will be the last of the month of the receipt of the official transcript.

### HONORS

The following honors program has been devised in recognition of quality scholarship and a commitment to learning.

*Dean's List.* Students who carry a minimum of twelve semester hours and attain a grade point average of 3.50 or above for two consecutive semesters in residence are listed on the official Dean's List. At the discretion of the instructor, students on the Dean's List may be given the opportunity to pursue planned programs of independent study in certain upper biennium courses designated by the instructor.

*Honorable Mention.* Students who achieve a grade point average of 3.00 or above for a single semester with a minimum course load of twelve hours are given honorable mention.

### CLASS STANDING

Freshmen .....	0-23 semester hours
Sophomores .....	24-54 semester hours
Juniors .....	55-93 semester hours
*Seniors .....	94- semester hours

The class standing for which a student qualifies generally continues through the entire school year. Eligibility for office requires an acceptable scholastic and citizenship record.

\*A student may not be classified as a senior until he has filed a formal request with the Office of Records. All candidates for graduation must join the senior class organization and meet the non-academic requirements voted by the class membership.

### GRADUATION WITH HONORS

A degree candidate in good and regular standing, having attained an overall grade point average of 3.50 or higher, may have the degree conferred *cum laude*.

### RESPONSIBILITY OF THE STUDENT

The responsibility for satisfying degree requirements rests with the student. Each student is expected to acquaint himself with the various requirements published in the bulletin and to plan his course of study accordingly. The student may choose to meet the requirements of any one bulletin in effect during the period of residency. If he discontinues for a period of twelve months or more, he must qualify according to a single bulletin in force subsequent to his return.

## **ACADEMIC INFORMATION**

A student may become a degree candidate when he enters upon the school term during which it will be possible to complete all requirements for graduation. Formal application for graduation must be made during the fall registration of the senior year. Students transferring to SMC for the senior year must file a request at the time of registration. All resident candidates must be members of the senior class.

### **TRANSCRIPTS**

Official transcripts of a student's academic record may be obtained by the student upon a written request to the Office of Admissions and Records. The request must include the student's signature and payment of one dollar in cash, check, or money order for each transcript ordered. Because of legal difficulties, telephone requests from students or written requests from other members of the student's family cannot be honored.

A student may receive an unofficial transcript for evaluative purposes without charge by applying in person at the Office of Admissions and Records. Official transcripts given directly to a student will be stamped "student copy."

### **SEQUENCE OF COURSES**

A student may not receive credit for a course which is a prerequisite for a subsequent advanced course for which he has already received credit.



# DEPARTMENTS AND COURSES OF INSTRUCTION

## COURSE NUMBERS

Each course number consists of three figures as follows:

(a) The first numeral will indicate class year status as follows:

- 0 — remedial and noncollege
- 1 — freshman level
- 2 — sophomore level
- 3 — junior level
- 4 — senior level

(b) The second numeral indicates the following:

- 1 — shows that there are prerequisites for the course
- 9 — shows that the course is independent study, project or research type

0 and 2-8 — no designation

(c) The third numeral indicates the following:

- 1 — signifies a course which is first in a sequence
- 2 — signifies a course which is second in a sequence and presupposes one as a prerequisite

All other figures have no designation.

Within a given 100 sequences there is no necessary significance in one course number being higher than another. For instance, 265 does not necessarily mean that the course is on a higher level than 235.

Course numbers that stand alone represent courses of one semester which are units in and of themselves. Course numbers separated by a comma represent units in and of themselves, either one of which may be counted for graduation without reference to sequence.

Course numbers separated by a colon are year courses in which credit for the first course is a prerequisite to the second. However, credit may be given for the first semester when taken alone.

## ALTERNATING COURSES

Throughout the following section, courses which are not offered during the school year 1977-78 will be starred to the left of the course

## ART

number. This arrangement of offering courses in alternate years makes possible the enrichment of curricula without a proportional increase of instructional expense.

### GENERAL EDUCATION

Those subjects which may be used for general education will be so designated, showing what section of general education they fulfill.

## ART

Robert Garren, Malcolm Childers, Charles Zuill

It is elemental to the philosophy of the department of art to provide the student with the quality of environment most conducive to spiritual, aesthetic, and technical growth. It is our desire to help all students become aware of their options in the field of art, and to prepare them systematically to meet the needs of their respective choice, be it commercially or aesthetically oriented.

*Major:* Thirty-six hours for the Bachelor of Arts degree including 104:105; 109:110; 345, 346, 499, with not less than 14 hours in upper division courses. Cognate requirement: CMME 225.

*Minor:* Eighteen hours including courses 104:105; 109:110; 345 with not less than 6 hours in upper division courses.

### ASSOCIATE OF ARTS DEGREE IN ART

Sixty-four hours are required for the Associate of Arts degree in art, including course 345 plus electives to make a total of 30 hours in art.

#### REQUIREMENTS FOR TEACHING ENDORSEMENT IN ART

ART 104, 105	Beginning Drawing I, II .....	4 hours
ART 109, 110	Design I, II .....	6 hours
	Art techniques elective .....	2 hours
ART 345	History of Art .....	3 hours
	Art appreciation elective .....	2 hours
	Art electives .....	7 hours
	<b>TOTAL</b>	<b>24 hours</b>

#### **ART 104:105. Beginning Drawing I, II (E-2) 2,2 hours**

An introductory course in drawing, composition, and design. Emphasis on the basic art elements and their functions in composition using various media.

#### **ART 109, 110. Design I, II 3,3 hours**

Problems in two- and three-dimensional art, dealing with line, shape, form, color, and texture.

**ART 215. Sculpture 3 hours**

Prerequisite: ART 104:105 (or permission of instructor).

Introduction to the problems of form in sculpture and three-dimensional design using various media such as clay, plaster, wood, and metal casting. Taught alternate years.

**ART 218 or 318. Art Appreciation (E-2) 2 hours**

Lecture and travel seminar. A weekly lecture will be presented to prepare the students for the Art Appreciation trip. Students will spend Thanksgiving vacation visiting major art museums in New York City. Trip summary paper is required.

**ART 221:222. Painting I, II (E-2) 3,3 hours**

Prerequisite: ART 104:105 (or permission of instructor).

A course designed to give the student experience in flexible point media (watercolor, acrylic, oil). Progress is geared to student involvement.

**ART 225. Craft Design (E-2) 2 hours**

Problems in crafts using a variety of materials and techniques.

**ART 235. Introduction to Ceramics (E-2) 3 hours**

Fundamentals of the preparation and use of clay. Methods of fabrication from hand building to wheel-thrown wares, chemistry and application of glazes, and stacking and firing of kilns.

**ART 236. Weaving (E-2) 3 hours**

A design course dealing with the study of weaving techniques and materials. Creative exploration on and off the loom using pattern, color, and texture is stressed.

**ART 250. Design for Visual Communications (E-2) 3 hours**

A course dealing with advertising design, illustration, typography, graphic design or photography for the designer. Courses are developed to give students experiences much like those he will encounter as a professional designer.

**ART 311:312. Painting III, IV 3,3 hours**

Prerequisite: ART 221, 222.

Advanced problems in painting.

**ART 313:314. Drawing III, IV 3,3 hours**

Prerequisite: 104:105.

A course designed to give the student increased experience in rigid point media. Progress is geared to student involvement.

**ART 317. Printmaking 3 hours**

Prerequisite: ART 104:105 (or permission of instructor)

A course designed to give the art major experience in the basic printmaking media. Relief, intaglio, silk-screen, and plate lithography will be covered.

**ART 320. Ceramics II 3 hours**

Prerequisite: ART 235.

Advanced problems in Ceramics.



## BEHAVIORAL SCIENCE

### ART 414. Advanced Problems in Art

2 or 3 hours

Students may repeat this class up to four times and may choose from ceramics, sculpture, painting, weaving, visual communications, printmaking, and drawing (student must have had maximum of classes offered in area of choice).

### ART 499. Senior Project

1 hour

Major projects in area of interest for seniors, and preparation of permanent portfolio of college art work.

## ART HISTORY

### ART 345. History of Art (B-4)

3 hours

A study of the arts of western civilization from antiquity to the present with an emphasis on pivotal figures in art history.

### ART 346. Contemporary Art (B-4)

3 hours

Nineteenth and twentieth century developments in European and American arts.

## EDUCATION

### EDUC 230. Art in the Elementary School

3 hours

A study of the aims, philosophy, and methods of teaching art on the various levels of the elementary school. Observation and participation in art activities with elementary students will be scheduled.

### EDUC 438. Methods of Teaching Art

2 hours

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the first semester during the senior year.

## BEHAVIORAL SCIENCE

Gerald Colvin, R. R. Aussner, C. Garland Dulan,  
Edward Lamb, Steven Zimmerman

The student of human behavior may span the full scope of endeavor open to mankind—mental, physical, and spiritual. He perceives man as once perfect, but now fallen from his original state. Through experimentation, field study, review, and the aid of the Holy Spirit, the Behavioral Scientist becomes better able to predict and understand individual and group behavior. Always uppermost in his goals is the proper stewardship of the wisdom flowing from the mind of God.

Those who anticipate employment or graduate study in guidance, law, occupational therapy, personnel work, psychology, social work, sociology or anthropology should consider a major in behavioral sci-

## BEHAVIORAL SCIENCE

ence. Those interested in becoming school counselors or dormitory deans will want to certify in a teaching field and take EDUC 355. Registered nurses should find a major in behavioral science a timely preparation for public health or psychiatric nurses' work. In most cases, to achieve a professional level in these fields the student must seriously consider further preparation at the graduate level.

*Major:* Forty hours for the Bachelor of Science degree in Behavioral Science with a 21-hour emphasis in Psychology, Social Work, or Sociology, including core department courses PSYC 124, 126, 315; SOCW 221, 222; SOCI 125, 223, 424; and department research course 494. Cognate requirements are six hours in biology and six hours in economics. The Psychology emphasis should include PSYC 224 and 415; the Social Work emphasis should include SOCW 314, 435 (maximum hours); the Sociology emphasis should include SOCI 427. The student contemplating graduate study should take as many hours as possible in the area of his emphasis. All majors are to take the required cognate MATH 215.

*Major:* Thirty hours for the Bachelor of Arts in Psychology, including PSYC 124, 126, 127, 224, 315, 415, and 494. Cognate requirements are SOCI 125; BIOL 155, 316; CPTR 125. Both a minor in computer science and courses in intermediate German are highly recommended.

*Minor: Behavioral Science.* Eighteen hours selected from any Behavioral Science areas and to include PSYC 124 and SOCI 125, with a minimum of six hours of upper biennium work from the department.

*Minor: Psychology.* Eighteen hours including PSYC 124, 126, 224, and 377, with a minimum of six hours in the upper biennium of Psychology.

*Minor: Marriage and Family Relations.* Eighteen hours chosen from PSYC 124, 126, 127, 317, and SOCI 125, 223, 375, 424, and 485.

*Minor: Sociology.* Eighteen hours including SOCI 125, 223, and 424, with a minimum of six hours in the upper biennium of Sociology.

## PSYCHOLOGY

### **PSYC 124. Introduction to Psychology (C-2)**

**3 hours**

A beginning course in the basic principles and concepts of psychology. Attention given to the concepts of Christian psychology. Recommended as a preliminary to other courses in the field.

### **PSYC 126. Developmental Psychology I (C-2)**

**2 hours**

A basic course in growth and development from conception through adolescence. Emphasis is given to recent research on the prenatal period, the effects of family attitudes during the prenatal and neonatal periods, and on the effect of prolonged stress during pregnancy. Importance of optimum fetal life on later development is stressed. Child observation is part of course requirements.

## BEHAVIORAL SCIENCE

- PSYC 127. Developmental Psychology II (C-2)** **2 hours**  
The course closely examines the life stages from youth through old age. Because medical progress has extended human life expectancy, attention is focused upon the psychological influence of home/institution environment on the aging process. Observation for an appropriate stage of development or decline is required.
- PSYC 224. Social Psychology (C-2)** **3 hours**  
Study of human behavior as affected by group living. Dynamics of groups, social roles, communication, and mass behavior are foci of consideration. Credit applicable for either psychology or sociology emphasis, but not for both.
- PSYC 225. Psychology of Personality (C-2)** **3 hours**  
A systematic study of the development, dynamics, and structure of personality. Methodology and theory are studied in relation to personality development.
- PSYC 315. Abnormal Psychology (C-2)** **3 hours**  
Prerequisite: PSYC 124 or 126.  
A study of the etiology of pathological behavior and the factors of good adjustment and mental health.
- PSYC 316. Psychology of Learning and the Learner (C-2)** **3 hours**  
(See Education Department listings.)
- PSYC 317. The Exceptional Individual (C-2)** **2 hours**  
The etiology of exceptionality. Nature of conditions characterizing the atypical child, touching on a wide variety of disabling conditions and individual adjustment in relation to disability.
- PSYC 344. Personnel Administration** **3 hours**  
(See Business Administration Department listings.)
- PSYC 377. Fundamentals of Counseling (C-2)** **3 hours**  
Prerequisite: PSYC 124.  
This is an introduction to the major theories and practices of individual counseling. The dynamics of the helping relationship are analyzed.
- PSYC 414. Group Counseling** **2 hours**  
Prerequisite: PSYC 377.  
Principles and techniques of group counseling. Role of the leader, problems of member selection, and evaluation of progress. Role-playing and/or group counseling involvement is expected.
- PSYC 415. History and Systems of Psychology** **3 hours**  
Prerequisite: PSYC 124.  
Philosophical and historical background of psychology leading to a consideration of contemporary schools and systems of psychology.
- \*PSYC 417. Play Therapy** **3 hours**  
Prerequisite: PSYC 124, 126, 317  
This course provides for the development of appreciation, knowledge, and



## BEHAVIORAL SCIENCE

methods in working with children who display behavioral difficulties. Involves child counseling techniques and systematic observation in a therapeutic setting. Two lectures and one laboratory period each week. Practicum project.

### **PSYC 434. Psychological Evaluation**

**3 hours**

Prerequisite: PSYC 124, 126.

Systematic study of the principles underlying the construction and validation of the major varieties of tests and an introduction to the statistics of test interpretation. Emphasis is given to the utilization of test results in individual guidance and therapeutic settings.

## SOCIAL WORK

### **SOCW 221. Social Welfare I (C-2)**

**3 hours**

An introduction to the field of Social Welfare emphasizing its institutional nature. Programs are viewed from both historical and philosophical perspective. The impact of cultural, economic, administrative, political and social forces upon social welfare policies and programs is analyzed.

### **SOCW 222. Social Welfare II**

**3 hours**

Prerequisite: SOCW 221.

Includes models and methodologies of the social work profession. The emergence of specific theories and concepts are considered as they relate to practice development in response to special group needs in our society.

### **SOCW 314. Social Work Methods**

**3 hours**

Prerequisites: SOCI 125 and SOCW 221, 222.

A course oriented toward problem-solving technologies used in working with individuals, groups and communities. Considers resolving social problems through an effective battery of social welfare activities. Diagnostic assessments of the person-problem-situation, ego supportive procedures, and problem-solving processes are emphasized.

### **SOCW 375. Introduction to Marriage Counseling**

**3 hours**

An introduction to the various theoretical orientations of family counseling. The family is viewed as a unit, with focus on programs and intervention techniques designed to maintain and re-establish family equilibrium. Credit applicable for specific emphasis in social work or sociology.

### **SOCW 435. Social Work Practicum**

**2-8 hours**

Prerequisite: SOCW 314.

This course provides opportunity for students to apply the combined techniques of casework, group work, and/or community organization through direct participation in the social service delivery system. Through his participation the student becomes familiar with agency structures, functions and programs. A minimum of 175 hours will be spent working in an agency setting for each four hours of course credit.

### **SOCW 485. Marriage Enrichment Seminar**

**1 hour**

This course designed to help couples cope with crises, communicate more effectively, re-define common values, and create programs for realizing spiritual goals. Credit applicable for specific emphasis in social work or sociology.

## BEHAVIORAL SCIENCE

### SOCIOLOGY

- SOCI 125. Introduction to Sociology (C-2)** **3 hours**  
A scientific approach to the analysis of the social world. Consideration is given to the dynamic nature of social structures and processes. Special emphasis is given to basic terms.
- SOCI 223. Marriage and the Family (C-2)** **2 hours**  
A course in the ethics of human relationships, including the place of the family in society, and the Christ-centered approach to marital and familial conflicts.
- SOCI 224. Social Psychology (C-2)** **3 hours**  
(See Psychology area listings.)
- SOCI 275. Sociology of Religion (C-2)** **2 hours**  
Religion as a social institution; its relation to other social institutions; its organizational forms. Attention given to American protestant growth and change. Evangelical and missionary approaches are examined.
- SOCI 328. The Community** **3 hours**  
Examination of the social structure and interaction patterns of communities, both *rural* and *urban*. The history of community development, particularly urbanization and its effect on society.
- SOCI 356. History of American Minorities** **3 hours**  
(See History Department listings.)
- SOCI 374. Criminology** **3 hours**  
This course emphasizes the scientific study of crime as a social phenomenon, of criminals, and of penal treatment. The relationship of law and crime to other trends in the social order. Research in prevention and treatment of crime.
- SOCI 375. Introduction to Marriage Counseling**  
(See Social Work area listings.)
- SOCI 424. Contemporary Social Problems (C-2)** **3 hours**  
Attention is given to the major forces shaping cultural and subcultural changes today. Changes are particularly viewed as to their effectiveness in bringing about group and mass adjustment.
- SOCI 425. Social Foundations of American Education (C-2)** **2 hours**  
(See Education Department listings.)
- SOCI 427. Sociological Theory Development (C-2)** **2 hours**  
Prerequisite: SOCI 125.  
This course focuses on the emergence of sociology as a systematic discipline. A critical analysis of sociological theory is made from 1850-1920, including Comte, Tocqueville, Spencer, Marx, Weber, Durkheim, Simmel, and Pareto.
- SOCI 485. Marriage Enrichment Seminar**  
(See Social Work area listings.)

## RESEARCH

**RESC 494. Research Methods in Behavioral Science****3 hours**

Prerequisite: MATH 215 and junior or senior standing.

An introduction to common research methods and terms as applied to the behavioral science fields. Student research proposals are required. *Credit applicable for specific emphasis in psychology, social work, or sociology.*

**RESC 495. Projects and Topics in Behavioral Science****1-2 hours**

Independent study culminating in term paper or equivalent investment with approved selection. Limited to department majors with senior standing. *Credit applicable for specific emphasis in psychology, social work, or sociology.*

## BIOLOGY

Huldreich H. Kuhlman, Edgar O. Grundset,  
Duane F. Houck, David A. Steen

The study of the science of Biology, living plants, animals, and man constitutes one of the most important fields of learning. The aim of the Biology Department is to offer sufficient courses to supply the needs of those students desirous of pre-professional preparation, or of those who elect Biology for informational cultural background.

Relative to spiritual values the following statement reflects the philosophy of the Biology Department.

All true science is but an interpretation of the handwriting of God in the material world. Science brings from her research only fresh evidence of the wisdom and power of God. Rightly understood, both the book of nature and the written word make us acquainted with God by teaching us something of the wise and beneficent laws through which He works.

— Ellen B. White, *Patriarchs and Prophets*, page 599.

A student majoring in Biology shall plan his entire program with a member of the biology staff, which must then be approved by the departmental staff. After departmental approval each student's program can be considered on an individual basis. The program must meet graduation and general education requirements as outlined elsewhere in this catalog.

*Major:* Thirty hours for the Bachelor of Arts degree including BIOL 155, 156; 313, 316, 325, 414, 418 or 419, and 485. Up to three hours of CHEM 323 may apply on a major or minor. Cognate requirement: CHEM 151:152. A course in general physics is highly desirable. A minor in chemistry is recommended.



## BIOLOGY

**Major:** Forty hours for the Bachelor of Science degree including BIOL 125, 126, 155, 156; 313, 315, 316, 325, 414, 415, 418 or 419 and 485. Up to three hours of CHEM 323 may apply on a major. Cognate requirements: CHEM 151:152; MATH 114 and 215. A course in general physics is highly desirable. A minor chosen from either chemistry, mathematics, or physics is recommended.

**Minor:** Eighteen hours including BIOL 155, 156 (or equivalent). A course in physiology is strongly recommended. Up to three hours of CHEM 323 may apply on a minor. A minimum of six hours must be in upper biennium.

### REQUIREMENTS FOR TEACHING ENDORSEMENT

The student must earn at least 24 hours in the subject area of his first teaching field. He may add the following endorsement by meeting the number of hours indicated below.

#### *Biology*

BIOL 155, 156	Foundations of Biology .....	8	hours
	Biology electives .....	<u>8</u>	hours
	<b>TOTAL</b>	<b>16</b>	<b>hours</b>

#### *General Science*

BIOL 155, 156	Foundations of Biology .....	8	hours
	Chemistry and Physics electives .....	<u>8</u>	hours
	<b>TOTAL</b>	<b>16</b>	<b>hours</b>

#### **BIOL 104. Principles of Biology (C-1) 3 hours**

This is a basic biology course designed to give the non-science student a modern treatment of the fundamental processes and principles of plant and animal life. Two lectures and one laboratory period each week. Does not apply on a major.

#### **BIOL 105, 106. Anatomy and Physiology (C-1) 3,3 hours**

A study of the fundamentals of human anatomy and physiology. Two lectures and one laboratory period each week. Does not apply on a major.

#### **BIOL 107. Natural History (C-1) 3 hours**

For the student whose interest is not primarily in science, but who wishes to understand the realm of living things, especially as these relate to man and his society. Two lectures and one laboratory period each week. Does not apply on a major.

#### **BIOL 125. Microbiology (C-1) 3 hours**

A general study of bacteria, viruses, yeasts, molds, and pathogenic protozoa. Special consideration is given to the relationship of micro-organisms to health and disease. Course 125 alone does not apply on a major or minor. Two lectures and one laboratory period each week.

## BIOLLOGY

### **BIOL 126. Microbiology (Extra Hour) (C-1) 1 hour**

Prerequisite: Current or previous enrollment in BIOL 125.

One class period per week on more advanced topics based on BIOL 125. One hour lecture each week.

### **BIOL 155, 156. Foundations of Biology (C-1) 4,4 hours**

This is an introductory course in biology open to all college students. The course is designed to give the non-science student a modern treatment of the fundamental processes of plant and animal life as well as provide a satisfactory basis upon which a biology major may build. Three lectures and one laboratory period each week.

### **BIOL 205. Human Biology (C-1) 3 hours**

The development, structure, and function related to everyday living. The course is designed to apply on the basic science requirement for non-science students. A student may not receive credit for both BIOL 105, 106 and 205. Does not apply on a major. Three lectures each week.

### **BIOL 226. Environmental & Current Biology (C-1) 3 hours**

A course dealing with the biological aspects and current problems of today's polluted and changing environment. Three lectures each week.

### **BIOL 310. Mycology 3 hours**

Prerequisite: BIOL 104 or 125 or 155 or equivalent.

A study of the fungi with emphasis on mushrooms, molds, yeasts and related diseases on plants. Two lectures and one laboratory each week.

### **BIOL 313. General Embryology 3 hours**

Prerequisite: BIOL 155, 156 or consent of instructor.

An introduction to the development of the vertebrate animal with emphasis on the development of the chick. Two lectures and one laboratory period each week.

### **BIOL 314. Ornithology (C-1) 3 hours**

Prerequisite: BIOL 104, 107, or 156 or consent of instructor.

A systematic study of bird life with special emphasis on external features. Taxonomy, nesting, and feeding habits, flight and migratory patterns. Two lectures and one laboratory period each week. An extended field trip, which applies toward laboratory credit, is planned during spring vacation.

### **BIOL 315. Parasitology (C-1) 3 hours**

Prerequisite: BIOL 156 or consent of instructor.

A general survey of the more important parasites of man and domestic animals. Two lectures and one laboratory period each week.

### **BIOL 316. Genetics (C-1) 3 hours**

Prerequisite: BIOL 104 or 107 or 155 or consent of instructor.

A study of heredity as related to man and domestic plants and animals. Two lectures and one laboratory period each week.

### **BIOL 317. General Ecology (C-1) 3 hours**

Prerequisite: BIOL 104 or 156 or consent of instructor.

A study of plants and animals in relation to their environment. Two lectures and one laboratory period each week.

## **BIOLOGY**

### **BIOL 318. Ichthyology**

**3 hours**

Prerequisite: BIOL 155, 156 or consent of instructor.

A systematic study of the fishes found in the local area, with a survey of the fishes of other waters. Two lectures and one laboratory period each week. Taught in alternate years.

### **\*BIOL 319. Herpetology**

**3 hours**

Prerequisite: BIOL 155, 156 or consent of instructor.

A systematic study of amphibians and reptiles of the local area, with a survey of amphibians and reptiles of other areas. Two lectures and one laboratory period each week. Taught in alternate years.

### **BIOL 325. Philosophy of Natural Science and Religion (C-1)**

**3 hours**

A survey of the theories of origins and the extent of variations among animals today. Special attention is given to the factual basis for the theories of special creation and evolution. Credit can be applied toward either a Biology or a Religion major or minor. Three lectures each week.

### **BIOL 414. Systematic Botany (C-1)**

**3 hours**

Prerequisite: BIOL 104 or 107 or consent of instructor.

A taxonomic study of the local flowering plants. Two lectures and one laboratory period each week.

### **BIOL 415. Comparative Anatomy**

**3 hours**

Prerequisite: BIOL 155, 156 or consent of instructor.

A comparison of the anatomy of the various organ systems of vertebrates. The dogfish shark, mud puppy, cat, and/or fetal pig are used for laboratory study. Two lectures and one laboratory period each week.

### **BIOL 416. Entomology (C-1)**

**3 hours**

Prerequisite: BIOL 104 or 107 or 156 or consent of instructor.

An introductory study of the fundamental aspects of insect biology. Two lectures and one laboratory period each week. Taught upon demand during summer session.

### **BIOL 417. Animal Histology**

**3 hours**

Prerequisite: BIOL 155, 156 or consent of instructor.

A descriptive study of normal tissues, including those of man. The microscopic identification and characteristics of stained section is emphasized in the laboratory. One lecture, two laboratory periods each week. Taught in alternate years.

### **BIOL 418. Animal Physiology**

**3 hours**

Prerequisite: BIOL 106 or 156 or equivalent, and CHEM 151:152 or equivalent.

A study of the principles of animal function with special attention to man. Two lectures and one laboratory period each week.

### **BIOL 419. Plant Physiology**

**3 hours**

Prerequisite: BIOL 155, 156; CHEM 151:152 or consent of instructor.

A study of the functions of plant organs. Topics covered include water relations, mineral nutrition, photosynthesis, transpiration, translocation,



## BUSINESS ADMINISTRATION

respiration and growth. Two lectures and one laboratory period each week. Taught in alternate years.

### **BIOL 485. Biology Seminar**

**1 hour**

Open to Biology majors or minors only, or approval of Biology staff.

Reports are made on some specific problem in the field of Biology and on current literature in the field. To be taken in the senior year or with approval of department chairman.

### **BIOL 495. Selected Topics**

**1-3 hours**

Designed for the student who wishes to do private study or research; or for a group of students who wish a special course not listed in the regular offerings. Examples: mammalogy, economic botany, cryptogamic botany, etc. Content and method of study must be arranged for prior to registration.

## EDUCATION

### **EDUC 438. Methods of Teaching Biology**

**2 hours**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the second semester during the senior year.

## BUSINESS ADMINISTRATION

Wayne VandeVere, Bill Richards, Cecil Rolfe, Jan Rushing

**Major: Accounting:** Forty hours for the Bachelor of Science degree, including ACCT 121:122; 211:212; 318; BUAD 215, 315, 337:338; 488, plus ten additional hours in accounting. Cognate requirements: MATH 105 (or more advanced math), ECON 224:225; CPTR 125, SECR 315.

**Major: Management:** Forty hours for the Bachelor of Science degree, including BUAD 215, 315, 326, 334, 337:338; 414, 488; ACCT 121:122; 211:212; plus five additional hours in accounting, business administration, or economics (except ECON 224:225). Cognate requirements: MATH 105 (or more advanced math); ECON 224:225; CPTR 125, SECR 315.

Students preparing for the CPA examinations are advised to take ACCT 418:419—CPA Review Problems. Bachelor of Science degrees in accounting and management do not require a minor. However, a minor in mathematics or computer science is highly recommended.

**Minor—Business Administration:** Eighteen hours including courses ACCT 121:122; ECON 224, 225 and six hours of upper biennium from courses listed as accounting or general business.

## BUSINESS ADMINISTRATION

### ASSOCIATE OF SCIENCE DEGREE IN BUSINESS

Two-year, 64-semester hour curriculum designed to prepare the student for general business—accounting office work where the bachelor's degree is not required. The emphasis is on accounting and related fields. Upon completion of this two-year program the student may continue on a four-year bachelor's degree program in accounting or management, normally completing the requirements in two additional years. The requirements are as follows: ACCT 121:122, 211:212, 318; BUAD 128, 337; ECON 224, six hours of business electives. Cognates: Computer Science, three hours; typing proficiency.

### REQUIREMENTS FOR TEACHING ENDORSEMENTS

The student must earn at least 24 semester hours in the subject area of his first teaching field. He may add the following endorsements by meeting the number of hours indicated below.

#### Bookkeeping

ACCT 121:122	Principles of Accounting .....	6 hours
	Accounting elective .....	4 hours
ECON 224 or ECON 225	Principles of Economics .....	3 hours
	Two of the following three areas for a total of .....	6 hours
BUAD 337 or 338	Business Law (3)	
BUAD 128	Introduction to Business (3)	
SECR 315	Business Communications (3)	
	TOTAL	19 hours

#### Business Law

ACCT 121	Principles of Accounting .....	3 hours
ECON 224 or ECON 225	Principles of Economics .....	3 hours
BUAD 337, 338	Business Law .....	6 hours
	Business elective .....	3 hours
BUAD 128 or SECR 315	Introduction to Business (3) .....	3 hours
	Business Communications (3)	
	TOTAL	18 hours

#### Economics

ECON 224, 225	Principles of Economics .....	6 hours
	Economics electives .....	6 hours
	TOTAL	12 hours

## BUSINESS ADMINISTRATION

### ACCOUNTING

#### **ACCT 121:122. Principles of Accounting (E-1) . . . . . 3,3 hours**

A course in the fundamentals of accounting theory. A two-hour study lab will be provided.

#### **ACCT 211:212. Intermediate Accounting 3,3 hours**

Prerequisite: ACCT 121:122.

Accounting principles and theory. Preparation of statements. Intensive study and analysis of the classification and evaluation of balance sheet accounts.

#### **ACCT 316. Fund and Institutional Accounting 3 hours**

A course designed to provide an in-depth coverage of the concepts of fund accounting as they apply to governmental units and not-for-profit institutions including schools, hospitals, and churches. Considerable attention will be given to accounting principles as used by the various institutions of the Seventh-day Adventist Church.

#### **ACCT 317. Federal Income Taxes (E-1) 3 hours**

Prerequisite: ACCT 121:122.

This course of study is designed to provide a comprehensive explanation of the Federal Tax structure, and to provide training in the application of the tax principles to specific problems. The attention of the student is directed mainly to those taxes applicable to the Federal Government, which includes the Income Tax, Social Security, Estate and Gift Tax. Mention is made of state and local taxes applicable to the State of Tennessee.

#### **ACCT 318. Cost Accounting 4 hours**

Prerequisite: ACCT 211.

The general principles of job order and process cost accounting, including the control of burden.

#### **ACCT 415. Advanced Accounting 3 hours**

Prerequisite: ACCT 211:212.

Consideration of problems concerned with consolidated financial statements, partnerships, businesses in financial difficulty, estates and trusts.

#### **ACCT 417. Auditing 4 hours**

Prerequisite: ACCT 211:212.

Accepted standards and procedures applicable to auditing and related types of public accounting work. This course is taught in alternate years.

#### **ACCT 418, 419. C.P.A. REVIEW PROBLEMS 3,3 hours**

Prerequisite: By permission of instructor.

Includes a study of accounting theory as exemplified by the accounting research bulletins of the American Institute of Certified Public Accountants.

### ECONOMICS

#### **ECON 224, 225. Principles of Economics (C-2) 3,3 hours**

A survey course in the fundamentals of economics; the institutions, forces,



## **BUSINESS ADMINISTRATION**

and factors affecting production, evaluation, exchange, and distribution of wealth in modern society.

### **\*ECON 314. Money and Banking 3 hours**

Prerequisite: ECON 224, 225.

Mediums of exchange, money and credit, banks and their services, the Federal Reserve System, and other financial institutions are considered. This course is taught in alternate years.

### **\*ECON 324. Comparative Economic Systems (C-2) 3 hours**

A study of the characteristics and functions of economic systems. Analysis of alternative patterns of economic control, planning and market structure. Consideration of their theories and philosophies. This course is taught in alternate years.

### **ECON 424. Managerial Economics 3 hours**

The examination of the economic environment within which the business firm makes the decisions, and the application of principles and theories of economics in managerial decision making.

## **BUSINESS ADMINISTRATION**

### **BUAD 128. Introduction to Business (C-2) 3 hours**

An introductory course to give familiarity with economic concepts, business practices, and business terminology.

### **BUAD 215. Statistics 3 hours**

Prerequisite: MATH 104 or 105.

See Mathematics Department course listing.

### **BUAD 253. Real Estate Fundamentals (C-2) 3 hours**

A study of real estate fundamentals including financing real estate, terminology in real estate transactions, origination and processing of loans, appraising fundamentals, and credit underwriting as each applies to single family properties and to commercial properties.

### **BUAD 315. Business Finance 3 hours**

Prerequisite: ACCT 211:212.

A study of the fundamental principles of financial organization. Emphasis on instruments of finance, policies of capitalization, problems pertaining to working capital, and corporate expansion and reorganization.

### **BUAD 326. Marketing 3 hours**

A study of the nature and functions of marketing. Includes marketing institutions, basic problems in the marketing of commodities and services, price policies, and competitive practices.

### **BUAD 334. Principles of Organization and Management 3 hours**

An analysis of business policies viewed from the standpoint of the functional characteristics of management processes and current ethics.

## BUSINESS ADMINISTRATION

### **BUAD 337, 338. Business Law (C-2) 3,3 hours**

The nature and social functions of law; social control through law; the law of commercial transactions and business organization.

### **BUAD 344. Personnel Administration 3 hours**

An introduction to the organization, training, motivation, and direction of employees with a view to maintaining their productivity and morale at high levels. Among topics covered are: selection, training, compensation and financial incentives, work standards, techniques of supervision and leadership.

### **BUAD 347. Business and Government 3 hours**

A study of the ways in which business and economic life are shaped and directed by government. The legal framework within which business is conducted and the evolution of public policy toward business are examined.

### **BUAD 414. Advanced Management 3 hours**

Prerequisite: BUAD 334.

This course of study is designed to give the student experience in decision-making and problem solving through the case method. The attention of the student is directed to defining, analyzing and proposing alternative solutions to business problems from management's viewpoint.

### **BUAD 425. Investment Analysis 3 hours**

A practical, as well as a theoretical, approach is taken for the potential investor of institutional or personal funds through the use of problems, readings, and cases. Topics covered will include stocks and bonds in the security market, real estate, and fixed equipment investments.

### **BUAD 488. Seminar in Business Administration 2 hours**

This course will include the Eugene Anderson Lecture Series in business. Top men in their field will present lectures in insurance, real estate, finance, retailing, production management, etc. Ten lectures and two testing sessions will be required. This course may be repeated for credit.

### **BUAD 499. Business Administration Problems 1-2 hours**

Individual research work open only to business majors. Content to be arranged. Approval must be secured from department head prior to registration.

## EDUCATION

### **EDUC 438. Methods of Teaching Business 2 hours**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the first semester during the senior year.

## CHEMISTRY

## CHEMISTRY

Mitchell Thiel, Wiley Austin, Paul Gebert

**Major:** Thirty hours for the Bachelor of Arts degree, including CHEM 151:152, 311:312, 313:314, 315:316, 485. The first course in Calculus is a cognate requirement.

Forty hours for the Bachelor of Science degree with a major in Chemistry including CHEM 151:152, 311:312, 313:314, 315:316, 321, 325, 411, 412, 413, 414, 485, and 495 are required. Cognate requirements are General Physics and a full year of Calculus. German or French is highly recommended. This course of study is designed for the professional chemist.

One of the following may be applied on the major for either the B.A. or the B.S.: an upper biennium physics course (except PHYS 315), a computer programming course, or PHYS 218.

**General Education Requirements:** The general education requirements for the above programs are listed elsewhere in this catalog.

**Minor:** Eighteen hours, six of which must be upper biennium.

### REQUIREMENTS FOR TEACHING ENDORSEMENT

The student must earn at least 24 semester hours in the subject area of his first teaching field. He may add the following endorsements by meeting the number of hours indicated below.

#### Chemistry

CHEM 151:152	General Chemistry .....	8 hours
	Chemistry electives .....	<u>8</u> hours
	<b>TOTAL</b>	<b>16 hours</b>

#### General Science

BIOL 155, 156	Foundations of Biology .....	8 hours
	Chemistry and Physics electives .....	<u>8</u> hours
	<b>TOTAL</b>	<b>16 hours</b>

#### **CHEM 101:102. Survey of Chemistry (C-1) 3.3 hours**

Prerequisite: A course in high school algebra.

A survey course designed to familiarize the student with the basic principles of chemistry. Attention is given particularly to solutions, chemistry of nutrition, digestion, and metabolism. Of special interest to students in the paramedical fields. Two hours of lecture and three hours of laboratory each week. Does not apply toward a major.

#### **CHEM 103. Pre-General Chemistry 2 hours**

Basic concepts in chemistry and mathematics as needed to begin General Chemistry. Two hours of lecture each week. Does not apply on a minor or major. Taught second semester only.



## CHEMISTRY

### **CHEM 104. Chemistry of Industrial Processes (C-1) 3 hours**

An introduction to the elementary chemistry of industrial processes and the physical principles which govern them. Fuels, lubricants, paints, plastics, refrigerants, adhesives, photochemicals, graphic materials, and the crystal structure of metal will be among the topics covered. Two hours lecture and three hours laboratory each week. Taught in alternate years. Does not apply toward a major or minor.

### **CHEM 105. Physical Science (C-1) 3 hours**

A non-mathematical and qualitative study of astronomy, geology, and meteorology through which a non-science major will be introduced into the attitudes and methods of science. Meets General Education Requirements for Science. Special consideration will be given to current scientific theory and its relationship to the Adventist philosophy. Does not apply on major or minor.

### **CHEM 151:152. General Chemistry (C-1) 4,4 hours**

Prerequisites: High school chemistry and mathematics through Intermediate Algebra or Pre-General Chemistry.

An introduction to the fundamental laws and accepted theories along with applications to the various fields of chemistry. Three hours lecture and three hours laboratory each week.

### **CHEM 201:202. Concepts of Biochemistry (C-1) 3,3 hours**

Prerequisite: CHEM 101 or successful completion of a high school chemistry course.

A review of basic chemistry and an introduction to the fundamental biochemistry of the body with emphasis on physiological chemistry. Three hours of lecture each week. Does not apply towards a major or minor.

### **CHEM 204. Laboratory Glass Blowing 1 or 2 hours**

Training is given in the manipulation of glass for the fabrication of laboratory apparatus. Three or six hours laboratory each week. This course does not count on basic science requirements nor on the minor.

### **CHEM 311:312. Organic Chemistry 3, 3 hours**

Prerequisite: CHEM 151:152 or its equivalent.

A study of the aliphatic and aromatic compounds of carbon and their reactions. Three hours lecture each week.

### **CHEM 313:314. Organic Chemistry Laboratory 1,1 hours**

Prerequisite: Previous or concurrent enrollment in CHEM 311:312.

Laboratory material designed to illustrate the material in lectures of CHEM 311:312. Three hours of laboratory each week.

### **CHEM 315:316. Quantitative Analysis 3,3 hours**

Prerequisite: CHEM 151:152.

A study of equilibria as it applies to quantitative analysis. Techniques of determinations, sampling, handling of data and the detailed chemistry involved is studied in terms of quantitative determinations. Two hours lecture, three hours laboratory each week.

## CHEMISTRY

### **CHEM 321. Instrumental Analysis**

**4 hours**

Prerequisite: CHEM 315.

A study of the theories, techniques and instruments involved in spectrometry, chromatography, electrochemistry and radiochemistry. Three lectures and one laboratory session per week. Taught in even years on sufficient demand.

### **CHEM 323. Biochemistry**

**4 hours**

Prerequisite: CHEM 311:312 or CHEM 311 and concurrent enrollment in CHEM 312.

The materials, mechanisms, and end products of the processes of life under normal and pathological conditions are studied. Four hours lecture each week.

### **CHEM 324. Biochemistry Laboratory**

**1 hour**

Prerequisite: Previous or concurrent enrollment in CHEM 323.

Laboratory material designed to illustrate the material in lectures of CHEM 323. Three hours of laboratory each week.

### **CHEM 325. Organic Qualitative Analysis**

**2 or 3 hours**

Prerequisite: CHEM 311:312; 313:314.

Application of solubility principles, classification reactions and the preparation of derivatives for the identification of both pure compounds and mixtures. Two hours of lecture for nine weeks, and three or six hours of laboratory each week. Offered on sufficient demand.

### **CHEM 333. Advanced Inorganic Chemistry**

**3 hours**

Prerequisite: CHEM 151:152.

A systematic discussion of the elements including a study of coordination compounds, noble gases, and the current bonding theories. Three hours lecture each week.

### **CHEM 411. Physical Chemistry**

**3 hours**

Prerequisites: CHEM 151:152, PHYS 211:212, MATH 217.

A study of gases, kinetic theory, liquids, solids and thermodynamics. Three hours lecture each week. Taught alternate years.

### **CHEM 412. Physical Chemistry**

**3 hours**

Prerequisite: CHEM 411.

A study of electrochemistry and conductivity, reaction kinetics, molecular structure, nuclear chemistry, absorption and colloids. Three hours lecture each week. Taught alternate years.

### **CHEM 413, 414. Physical Chemistry Laboratory**

**1,1 hours**

Prerequisites: CHEM 315, also CHEM 411, 412 must be taken concurrently or previously. Experiments chosen to illustrate material in CHEM 411, 412. One laboratory period each week.

### **CHEM 485. Chemistry Seminar**

**1 hour**

Written and oral reports are made on specific topics in the chemistry field. To be taken in the junior or senior year.

## COMMUNICATION

### **CHEM 495. Introduction to Research**

**1 to 2 hours**

Prerequisite: 20 hours of chemistry, or permission of the instructor.

Individual research under the direction of the members of the staff. Problems are assigned according to the experience and interest of the student. Prior to registration, two semesters before graduation, students are urged to contact all chemistry staff members with respect to choice of available problems. Should be taken not later than the first semester of the senior year.

### **CHEM 497. Selected Topics**

**1-3 hours**

Prerequisite: CHEM 151:152.

Designed for junior and senior students who wish to do private study or for a group of students who wish a special course on topics not taught under the regular class offerings.

## EDUCATION

### **EDUC 438. Methods of Teaching Chemistry**

**2 hours**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the second semester during the senior year.

## COMMUNICATION

Donald Dick, Frances Andrews, Ole Kristensen, Jerry M. Lien

**Major:** Thirty hours for the Bachelor of Arts degree including (a) basic requirements of CMME 124, 325; JOUR 111, 424; SPCH 135, 324 and (b) 15 hours in Communication Media, Journalism, or Speech emphasis:

**Communication Media Emphasis**—CMME 125, 225, 313 and 314 plus 5 hours elected within the overall departmental offerings, 2 of which must be in Communication Media.

**Journalism Emphasis**—JOUR 112, 316, 494, and CMME 225; plus 6 hours elected within the overall departmental offerings, 3 of which must be in Journalism.

**Speech Emphasis**—SPCH 236, 237, 317 and 415 or 416 plus 5 hours elected within the overall departmental offerings.

Cognate requirements include: INDS 145 and ENGL 101:102.

**Minor—Communication:** Eighteen hours from within the departmental offerings including SPCH 135, 324; JOUR 111; CMME 124, 325, with a minimum of six hours of upper biennium work from overall departmental offerings.

**Minor—Communication Media:** Eighteen hours from within departmental offerings including CMME 124, 313, 325, and SPCH 324,



## COMMUNICATION

with a minimum of six hours within the minor to be upper biennium in Communication Media.

**Minor—Journalism:** Eighteen hours including JOUR 111, 112, 424, and CMME 325, with a minimum of six hours in the upper biennium in Journalism.

**Minor—Speech:** Eighteen hours including SPCH 135, 236, 237, 317, and 324, with a minimum of six hours in the upper biennium in Speech.

## ASSOCIATE OF SCIENCE DEGREE IN MEDIA TECHNOLOGY

Two-year curriculum especially designed for the technically oriented student interested primarily in the technical and production aspects of media. Students completing this degree can continue and complete a B.A. degree in communication (media emphasis) without loss of educational time.

Requirements are as follows: 31 hours including CMME 124, 125, 137, 225, 313, 318, 331, 499, INDS 145, INDS 274 or PHYS 316, CPTR 125, LIBR 333, with general education courses to meet catalog requirements and sufficient electives to make a total of 64 semester hours.

## RADIO STATION

Communication students at Southern Missionary College have opportunities for realistic learning experiences in connection with the college's educational radio station, WSMC-FM.

WSMC-FM is a 100,000 watt, stereo, non-commercial educational radio station, operated by the Communication Department.

The studios of WSMC-FM are located in Lynn Wood Hall. With two control rooms, studios, record library, and offices, the station is adequate for diversified radio programming and production.

The Harris 20-kilowatt transmitter and the 200-foot tower carrying the ten bay circularly polarized antenna system are located on White Oak Mountain some three miles south of the campus. The range of the station signal varies from a rough circle of seventy miles to thrusts up to two hundred miles in directions particularly favorable to transmission.

Communication students who include Communication Media courses in their preparation are encouraged to participate in the many aspects of the total program of WSMC-FM.

## COLLEGE PUBLICATIONS

The journalistic output of the Public Relations office of the college, the editing of the Associated Press teletype news service for WSMC-FM, The Spire (published by the Collegedale SDA Church), and the Student Association publications—Campus Accent, Southern Accent, Southern Memories, and Joker all provide students with varied opportunities to put journalistic principles into practice.

## COMMUNICATION

### ON-THE-JOB TRAINING IN JOURNALISM, PUBLIC RELATIONS, AND BROADCASTING

A program of journalism and public relations on-the-job training for selected communication majors has been developed. This program (which has been approved by the General Conference of Seventh-day Adventists) calls for a student to associate with a publishing house, a newspaper, an educational or medical institution, for an arranged period, working directly with the institution in its editing, publishing, or public relations activities. A scholarship is provided for the student and a proportionate amount of academic credit is available under the supervision of the Communication Department of the college in JOUR 499.

A program of broadcasting and audio-visual media on-the-job training positions are also available. This program calls for a student to associate with a commercial or non-commercial broadcasting organization for an arranged period, working directly with professionals in various phases of radio or TV station operation or production. A scholarship is provided for the student and a proportionate amount of academic credit is available under the supervision of the Communication Department in CMME 499.

### COMMUNICATION MEDIA

#### **CMME 124. Audio Production I** **1 hour**

Operation of mixing consoles, tape recorders, turntables, patch panels, microphones, etc., for various types of audio production. Meets two hours each week for lecture and demonstration during the first half of each semester. Reservations for individual control room practice and production time made at registration.

#### **CMME 125. Audio Production II** **1 hour**

Prerequisite: CMME 124 (follows CMME 124 second nine weeks of each semester).

Interpreting the audio script, production music, sound effects, directing audio projects, quality control, equalization, special effects, etc. Meets two hours weekly for lecture and demonstration during second half of semester. Individual studio production time arranged.

#### **CMME 137. Radio Station Operations** **2 hours**

Prerequisite or concurrent registration in CMME 124.

A laboratory course where the student becomes familiar with the day to day operations of a radio station. The course covers FCC third class radio telephone license, control room procedures, announcing, production, automation, teletype, copyediting, traffic, music programming, etc. Taught in conjunction with WSMC-FM. One hour lecture and three hours laboratory each week.

#### **CMME 225. Photography in Communication (E-2)** **3 hours**

Introducing photography as a medium of communication and as an art, this course emphasizes standardized procedures for camera and meter use, film

## COMMUNICATION

exposure and development, and negative enlargement and print finishing. The course also includes an introduction to the Zone System and its tests, basic composition, and print preparation for exhibit and publication. Students are advised to supply their own 35mm fully adjustable cameras. Two hours lecture, three hours laboratory each week. Supply fee of \$35.

### **CMME 313. Television Production** **3 hours**

Prerequisite: CMME 124 or permission of instructor.

Camera, switcher, special effects generator, and videotape recorder operation. Elementary TV lighting, scripting, production and direction. Study of TV graphics, picture composition, and storyboard preparation. Two hours lecture and three hours laboratory each week.

### **CMME 314. Writing For Radio/TV/Film** **3 hours**

Prerequisites: CMME 124, 125 and 313.

Fundamentals of script preparation for commercial, public service, dramatic, documentary and other formats for broadcasting and film production. This course may apply to the journalism emphasis.

### **CMME 318. Audio-Video Systems** **3 hours**

Prerequisite: CMME 124 and an elementary knowledge of electronics (PHYS 316 or INDS 274 recommended).

The design, interfacing, installation and maintenance of audio-video systems, components and studios for broadcast, recording, closed circuit, public address, and similar applications.

### **CMME 325. Survey of Mass Communication** **3 hours**

A study of the communication process in professional journalism and in the mass communication industries of modern society, with special consideration of the Christian segment of society, both as consumers and dispensers of information.

### **CMME 331. Film Production (E-2)** **3 hours**

Prerequisites: None, but CMME 124, 125 and 225 strongly recommended.

The technique of communication and self expression through the motion picture medium. Lecture, readings, film viewing critique, and individual production using super 8mm. All equipment is supplied by SMC. The student is charged a supplies fee of \$35 for film and processing.

### **CMME 414. Broadcast Programming and Management** **3 hours**

Prerequisite: CMME 137 or permission of instructor.

Study of market analysis, broadcasting formats, steps in establishment of broadcast stations, and station management. This course taught in alternate years.

### **CMME 499. Special Projects in Communication** **1-2 hours**

(See Journalism area listings.)

## **JOURNALISM\*\***

\*\* As a Prerequisite to all Journalism courses, it is necessary that the student have a competency in typewriting adequate to the demands of the course. The instructor in the course will indicate the level of these requirements. If a student has not had adequate typewriting instruction, he will be required to enroll in the Beginning Typewriting course in the Office Administration Department.



## COMMUNICATION

### **JOUR 111. News Reporting (D-1)**

**3 hours**

Prerequisite: ACT English score of 25 or ENGL 101.

Practice in newswriting and general reporting of church, school and community affairs for the public press. Study is given to the duties of the reporter in newsgathering and to his relationship to editorial requirements.

### **JOUR 112. News Editing**

**2 hours**

Prerequisite: JOUR 111.

Instruction is given in copyediting, headline writing, layout, and other editorial responsibilities through the various phases of newspaper production from copy to final print form. One lecture, three hours lab per week.

### **JOUR 315. Editing and Production of Publications**

**3 hours**

Prerequisite: INDS 145.

Editorial techniques and problems from the arrival of the manuscript in the editor's office until the publication reaches the reader. Relationships with authors, manuscript handling, payment, layout and illustrations; relationships with art, composing, proofreading, and press rooms; circulation and distribution problems as they affect the editor.

### **JOUR 316. Article Writing (D-1)**

**3 hours**

Prerequisite: ACT English score of 25 or ENGL 101.

Preparation and marketing of feature articles for newspapers and magazines; market analysis; writing for specialized markets.

### **JOUR 424. Public Relations**

**3 hours**

Designed to give professional competence in the theory and practice of public relations, the course is a study of the plans and methods of disseminating news from business establishments and from institutions through all the media of communication.

### **JOUR 425. Public Relations Campaigns**

**3 hours**

A study of successful public relations campaigns, analyzing plans, methods, and materials used. Emphasis is put on development programs for all types of institutions.

### **JOUR 494. Readings in the History of Journalism**

**1 hour**

Readings selected by the student under the direction of the instructor from the history of journalism as well as current periodicals.

### **JOUR 499. Special Projects in Communication**

**1-2 hours**

Prerequisites: Basic courses and written approval of chairman of the department.

Special projects in various aspects of communication. Proposals should be submitted to the chairman of the department for approval before registering. Course may be repeated. Up to four hours may apply on a Communication major or minor. Special project may include, among other options, on-the-job training in public relations, journalism, or communication media areas.

## COMMUNICATION

### SPEECH

#### **SPCH 135. Introduction to Public Speaking (D-2) 3 hours**

Establishment of a basic approach to speech, an elementary survey of the area, and an opportunity to develop speaking ability in various speech situations.

#### **SPCH 136. Interpersonal Communication (D-2) 2 hours**

Introducing the process of informal transactional communication, this course emphasizes a quality of communication rather than a communication setting, namely personal involvement through emphatic listening and self-disclosure. The course utilizes readings and learning activities to help students understand the theory of interpersonal communication and apply it in realistic transactions.

#### **SPCH 236. Oral Interpretation (D-2) 2 hours**

Theory and practice in the art of conveying to others the full meaning of selected readings in literature.

#### **SPCH 237. Voice and Diction (D-2) 2 hours**

An introductory study of the speech mechanism and the improvement of its functioning, with special attention to individual problems.

#### **SPCH 317. Persuasion 3 hours**

Prerequisite: SPCH 135.

A study of ancient and modern theories of belief, attitude, and behavior change as well as practical experience in constructing and delivering messages aimed at such change with special emphasis placed on ethical considerations.

#### **SPCH 324. Communication Theory 3 hours**

Prerequisites: SPCH 135 and ENGL 101:102.

Introducing the study of communication transactions in all arenas—intrapersonal, interpersonal, small group, public speaking, and mass media, this course gives attention to models of communication and to the psychology, sociology, semantics, and ethics of the communication process as well as to the principles and practice of communication research.

#### **SPCH 415. Discussion and Leadership 3 hours**

Prerequisites: SPCH 135 or 136 and ENGL 101:102.

A study of theories of group dynamics, special attention to the practice of problem-solving and leadership in society, and introduction to the principles of parliamentary procedure.

#### **SPCH 416. Argumentation and Debate 3 hours**

Prerequisite: SPCH 135 or permission of instructor.

Introduction to basic forms of logic and argument together with opportunity to apply the principles of argumentation in the debate situation. Emphasis on construction and delivery of clear, well-supported argument.

#### **SPCH 499. Special Projects in Communication 1-2 hours**

(See Journalism area listings.)

## EDUCATION

Thelma Cushman, Charles Davis, Floyd Greenleaf, Lawrence Hanson, Kenneth Kennedy, Delmar Lovejoy, Wilma McClarty, Robert Morrison, Helmut Ott, Marvin Robertson, Cyril Roe, Richard Stanley, Drew Turlington, Laurie Warner, Charles Zuill.

## SUPERVISORY INSTRUCTORS—SECONDARY

Ronald Barrow	Orlo Gilbert	Charles Rennard
Roy Battle	Robert Greve	Charles Robertson
William Cemer	Barbara Harsamy	Jean Robertson
Don Crook	David Knecht	Kermise Rowe
Sylvia Crook	Roger Miller	Charles Swinson
Robert Davidson	Charles Read	Velma Woodruff
Joyce Dick		

## SUPERVISORY INSTRUCTORS—ELEMENTARY

Weston Babbitt	Margaret Halverson	Thyra Sloan
Richard Christoph	Howard Kennedy	Barbara Stanaway
Calvin Fox	Joan Linebaugh	Carl Swafford
Frances Fox	Geraldine Miller	Dianne Tennant
June Gorman	Elaine Robinson	Merlin Wittenberg

The teacher education programs are founded upon a liberal arts demand for breadth and depth of knowledge and experience and on the idea that a teacher should be a good example in health, intellect and character.

The Department of Education offers courses leading to the Associate of Science in Preschool Education, the Bachelor of Science in Early Childhood Education and the Bachelor of Science in Elementary Education with an optional endorsement for kindergarten teaching.

Furthermore, in cooperation with other departments, the following secondary certification programs are available: Art, Bible, Business (Office Administration), English, Foreign Languages, Health and Physical Education, History, Home Economics, Industrial Arts, Mathematics, Music and Science (Biology, Chemistry and Physics).

Tennessee endorsement for School Librarian is available to all certified teachers.

## ACCREDITATION

SMC's programs in Teacher Education are approved by the Tennessee State Board of Education, the Department of Education of the General Conference of Seventh-day Adventists, the American Association of



## EDUCATION

Colleges for Teacher Education, and the National Council for Accreditation of Teacher Education (NCATE).

SMC's Teacher Education programs prepare the individual for certification to teach in North American Seventh-day Adventist schools and public schools.

The student who completes SMC's approved program and is recommended for certification will have indicated on the transcript that his program was NCATE approved. This recognition provides virtually automatic certification in the following states:

Alabama	Maine	Pennsylvania
Arizona	Maryland	Rhode Island
Arkansas	Massachusetts	South Dakota
Colorado	Minnesota	Tennessee
Delaware	Mississippi	Texas
Florida	Missouri	Utah
Georgia	Nebraska	Vermont
Illinois	North Carolina	Washington
Indiana	North Dakota	West Virginia
Iowa	Oklahoma	
Kentucky	Oregon	

Each student will be responsible for determining additional courses required for certification in any state not listed above.

Application for state and denominational certification is made through the College Teacher Certification Officer in the Office of Admissions and Records.

## DEPARTMENTAL AIMS

Courses in education are offered to provide the necessary professional preparation to meet certification requirements for public and church-related preschool, elementary, and secondary classroom teaching, to afford a general understanding of the school as a social institution for those entering services other than teaching, and to serve as preparation for graduate programs.

## DEPARTMENT ADMISSIONS

The criteria for admission to teacher education, outlines of teaching majors in secondary education, and policies and procedures related to student teaching may be obtained from the Education Department in Lynn Wood Hall. Outlines of teaching majors in secondary education are also listed in the CATALOG under the respective academic departments.

### I. ADMISSION TO THE DEPARTMENT

- A. Prior to the end of the sophomore year, the student must file a formal application. This applies to both elementary and

## EDUCATION

secondary teacher education candidates. Transfer students later than the sophomore year must file an application the first semester in residence.

### B. Applicant's qualifications:

1. Must be in residence at the College.
2. Must have an overall GPA of 2.00.
3. Must give evidence of competence in basic English communication skills.
4. Must show evidence of physical, mental, and moral fitness.
5. Must indicate professional commitment at time of interview with the Education Department.

The Education Department faculty evaluates the candidates and recommends them to the Teacher Education Council. The Council will then admit competent individuals to take courses included in professional education. Professional education courses include all courses listed under Education and the following from Behavioral Science: PSYC 126, 127, 377, 434.

## II. ADMISSION TO STUDENT TEACHING

A. A formal application must be filed with the Education Department prior to the end of the junior year. A later application may delay the student teaching experience.

### B. Applicant's qualifications:

1. Elementary education applicants must have a GPA of 2.5 in the professional core and a 2.25 GPA in the composite major.

Secondary teacher education applicants must have a 2.5 GPA minimum in the professional core and a 2.5 GPA minimum for subject area endorsements.

2. All applicants must give evidence of good physical and mental health, as indicated on the required health form.
  3. All applicants must adhere to the standards and objectives of Southern Missionary College and the Education Department.
  4. All applicants must be approved by action of the Education Department faculty and the Teacher Education Council.
- C. The student will be informed in writing as to his status in the teacher education program.

## III. RETENTION IN THE TEACHER EDUCATION PROGRAM

- A. The progress of each prospective teacher will be reviewed after each nine-week period by the chairman of the Education Department or a delegated member of the Education Department.

## EDUCATION

1. Criteria include:
  - a. Adequate academic progress including maintenance of the academic standard required for admission to the teacher education program.
  - b. Consistent personal representation of the standards and objectives of Southern Missionary College and the Education Department.
- B. The teacher education faculty reserves the option to disqualify a person at any point in his teacher education program if it becomes evident that standards for admission are not being upheld. The student has the right to appeal any such decision through the Teacher Education Council with the Academic Dean in consultation.

## EDUCATION

### PROFESSIONAL SEMESTER

Elementary and secondary education students should reserve one semester in the senior year for student teaching and other professional courses. Students engaged in the professional semester should not plan to take additional course work or to be employed during the student teaching experience. The Department will endeavor to provide the opportunity for elementary and secondary student teachers to teach in off-campus student teaching centers. A prerequisite for entering the professional semester for secondary education students is the satisfactory completion of EDUC 125, Principles and Organization of Education, and EDUC 128, Introduction to Secondary Education.

#### Elementary Education

EDUC 435 Materials and Methods .....	3 hrs.
EDUC 436 Materials and Methods .....	3 hrs.
EDUC 425 Social Foundations of American Education ..	2 hrs.
EDUC 417 Student Teaching .....	8 hrs.

Total 16 hrs.

#### Secondary Education

##### Prerequisites

EDUC 437 Curriculum and General Methods .....	3 hrs.
EDUC 438 Special Methods 7-12 .....	2 hrs.

##### First Semester:

Home Economics  
Industrial Education  
Modern Language  
Music  
Business & Office Administration  
Physical Education

##### Second Semester:

Art  
Bible  
English  
History  
Mathematics  
Science



## EDUCATION

EDUC 240	Survey of Education for Exceptional Children and Youth .....	2 hrs.
EDUC 416	Psychology of Learning and Learner .....	3 hrs.
EDUC 418	Student Teaching .....	6 hrs.
EDUC 425	Social Foundations of American Education ..	<u>2 hrs.</u>
Total		16 hrs.

### MAJOR—ELEMENTARY EDUCATION

#### A. Professional Core Requirements:

EDUC 124	Introduction to Teaching .....	2 hrs.
EDUC 125	Principles & Organization of Education .....	3 hrs.
EDUC 230	Art in the Elementary School .....	3 hrs.
EDUC 231	Music in the Elementary School .....	3 hrs.
EDUC 240	Survey of Education for Exceptional Children and Youth .....	2 hrs.
EDUC 316	Psychology of Learning & the Learner .....	3 hrs.
EDUC 332	Teaching of Reading .....	3 hrs.
EDUC 417	Student Teaching, 1-9 .....	8 hrs.
EDUC 425	Social Foundations of American Education ..	2 hrs.
EDUC 435	Materials & Methods of Teaching in the Elementary School .....	3 hrs.
EDUC 436	Materials & Methods of Teaching in the Elementary School .....	3 hrs.

Required Cognates: GEOG 204 and PETH 463.

#### B. Subject Matter Requirements:

1. The Elementary Education student may elect to take a composite major consisting of a minimum of 15 hours in each of four teaching fields; or,
2. The Elementary Education student may elect to take a major and a minor in teaching fields represented in the elementary school curriculum. He should enlist the assistance of the chairman of the Department of Education early in his freshman year to work out his program of studies.

C. General Education Requirements: The general education requirements must include the following areas and courses:

Man's God (including RELT 138, 155) .....	12 hours
Man's Culture (including Literature and HIST 154, 155, or 355 and 357) .....	15 hours
Man's Environment (including Science 12 hours with at least two areas and two labs represented—AGRI 105, BIOL 205, PHYS 107 recommended; MATH 204; HLED 173 and 203; and SOCI 223) .....	22 hours
Man's Communication .....	9 hours

## EDUCATION

Man's Labor and Recreation (including LIBR 325; PEAC 2 hours; and area elective 2 hours) ..... 7 hours

D. Grade Point Average: Graduation requirements include an overall grade point average of 2.00, with 2.50 in the professional core subjects, and 2.25 in the composite major.

E. Endorsements—Elementary Education Majors:

Kindergarten: Students desiring a kindergarten endorsement must include in their program of studies EDUC 226 and 416, and PSYC 126.

F. Endorsements—Elementary Teachers:

School Librarian: Students certifying in elementary education may receive the School Librarian Tennessee endorsement by including in their program of studies 18 hours of Library Science, LIBR 125, 126, 225, 325, 333, 416, 425.

## MAJOR—EARLY CHILDHOOD EDUCATION

The program is designed to prepare teachers and other professional personnel for elementary, kindergarten and nursery schools. In addition to the broad spectrum of courses in general education, child development, nutrition, methodology, and fine arts, the student receives extensive practical training in primary and kindergarten classrooms, nursery schools and day care centers. Upon completion of the requirements for this degree, the graduate will qualify for certification in elementary education (K-9) with special emphasis in early childhood education.

Although the Department of Education is responsible for the organization and administration of the degree program, it is an interdisciplinary major. The Departments of Behavioral Science, Home Economics and Education are each contributing to the program through course offerings and expertise.

A. Professional Core Requirements: Forty hours for the Bachelor of Science degree including:

EDUC 124	Introduction to Teaching	2 hrs.
EDUC 125	Principles and Organization of Education	3 hrs.
EDUC 126	Early Childhood Education	2 hrs.
EDUC 214	Nursery School Teaching	2 hrs.
EDUC 226	Kindergarten and Nursery School Methods	3 hrs.
EDUC 240	Survey of Education for Exceptional Children and Youth	2 hrs.
EDUC 245	Management of Early Childhood Programs	2 hrs.
EDUC 316	Psychology of Learning and the Learner	3 hrs.
EDUC 332	Teaching of Reading	3 hrs.
EDUC 416	Student Teaching, Kindergarten	3 hrs.
EDUC 417	Student Teaching, 1-9	5 hrs.

## EDUCATION

EDUC 425	Social Foundations of American Education ..	2 hrs.
EDUC 435	Materials and Methods of Teaching in the Elementary School .....	3 hrs.
EDUC 436	Materials and Methods of Teaching in the Elementary School .....	<u>3 hrs.</u>
Total		38 hrs.

### Required Cognates

GEOG 204	World Geography .....	3 hrs.
PETH 463	Physical Education in the Elementary School	2 hrs.
EDUC 230	Art in the Elementary School .....	3 hrs.
EDUC 231	Music in the Elementary School .....	3 hrs.

B. Subject Matter Requirements: The Early Childhood Education student will take a composite major consisting of 15 hours in each of four teaching fields: i.e., Religion; Social Studies; Science/Math; Language Arts; Health, P.E. and Recreation.

C. General Education Requirements: In addition to SMC's General Education requirements the following areas and courses must be included:

Man's God (including RELT 138, 155) .....	12 hours
Man's Culture (including Literature and HIST 154, 155 or 355 and 357) .....	15 hours
Man's Environment (including 12 hours of Nutrition and Science with at least two areas and two labs represented — AGRI 105, BIOL 205, PHYS 107 recommended; MATH 204; HLED 173 and 203; PSYC 126; and SOCI 223) .....	24 hours
Man's Communication Needs .....	9 hours
Man's Labor and Recreation (including LIBR 325; PEAC 2 hours, and area elective 2 hours) .....	7 hours

## ASSOCIATE OF SCIENCE DEGREE IN PRESCHOOL EDUCATION

This two-year curriculum is designed to prepare personnel for nursery schools and day care centers and teacher assistants for kindergarten and primary classrooms. While it represents the work of the Departments of Education, Home Economics, and Behavioral Science, it is administered by the Department of Education.

### Course Requirements:

Major:	27	hours
EDUC 124	Introduction to Teaching	2 hours
EDUC 125	Principles and Organization of Education	3 hours
EDUC 126	Early Childhood Education	2 hours
EDUC 214	Nursery School Teaching	2 hours



## EDUCATION

EDUC 226	Kindergarten and Nursery School Methods	3 hours
EDUC 230	Art in the Elementary School .....	3 hours
EDUC 231	Music in the Elementary School .....	3 hours
EDUC 245	Management of Early Childhood Programs	2 hours
PSYC 126	Developmental Psychology	2 hours
FDNT 125	Nutrition	3 hours
	Departmental Electives	2 hours

General Education: Same as Southern Missionary College's general education requirements. Students who plan to take the B.S. in Early Childhood Education at a later date should select all electives from requirements in the B.S. program.

## SECONDARY EDUCATION

### A. General Education Requirements:

#### A. Man's God.

- 3 RELB Course selected from Bible (A-1)
- 3 RELT 138 Foundations of the Advent Movement
- 3 RELT 155 Adventist Beliefs
- 3 Any Course from Area A

#### B. Man's Culture

- 6 History (B-1)
- 9 Courses selected from two of the following: Literature, foreign language beyond the first year, humanities (B-2, B-3, B-4)

#### C. Man's Environment

- 6 Biology, Chemistry, Nutrition, or Physics (excluding Comp. Sci.)
- 2 Biology, Chemistry, Nutrition, Physics (excluding Comp. Sci.) or Mathematics
- 2 SOCI 223 Marriage and the Family (C-2)
- 2 HLED 173 Health and Life (C-2)

#### D. Man's Communication

- 3 ENGL 101 College Composition
- 2 SPCH Speech 135, 136, 236, or 237 (D-2)
- 3 Any course from Area D

#### E. Man's Labor and Recreation

- 1 Any course from Man's Labor (E-1)
- 2 PEAC Physical Education activity courses (E-2)
- 3 Any course from Area E

## EDUCATION

The student must include in his program an additional two semester hours of mathematics, health, or physical education. A total of 124 hours including 40 upper division is required.

- B. *Subject Fields.* Certification programs for the fields listed below have been approved by the National Council on Accreditation of Teacher Education (NCATE) and the State of Tennessee Department of Education. The student must earn 24 semester hours or the minimum listed for the field (whichever is more) in at least one area in an approved distribution of subjects. A list of the specific subjects required may be obtained from the Department of Education or the Office of Admissions and Records. The student may qualify for additional fields by earning the minimum number of hours listed in an approved distribution. In the areas of Business, Industrial Arts, Music, and Science there is an overlap of subject material. *Guidance will be needed in setting up these programs.* In order to qualify for Seventh-day Adventist denominational certification, the student must earn either a major or a minor in the field he chooses.

### Art

24 Art 1-12

### Bible

12 Bible (A-1)

### Business (Business Administration)

19 Bookkeeping

18 Business Law

12 Economics

### Business (Office Administration)

18 Business Machines

18 Clerical or Office Practice

30 Secretarial Practice

21 Shorthand

18 Typewriting

### English

24 English

### Foreign Language

18 German

18 Spanish

### Health, Physical Education & Recreation

24 Health and Physical Education 1-12

### History

18 History

### Home Economics

24 Home Economics

## EDUCATION

### *Industrial Arts*

- 30 Drafting
- 32 Industrial Arts
- 32 Metals
- 36 Power Mechanics
- 32 Woods and Construction

### *Mathematics*

- 18 Mathematics

### *Music*

- 51 Instrumental Music
- 44 School Music

### *Science*

- 16 Biology
- 16 Chemistry
- 16 General Science
- 16 Physics

### *Librarian*

- 18 Librarian 1-12 (Available only to students who qualify for elementary certification or in a subject matter field for secondary certification.)

## C. Professional Education Requirements: 24 semester hours.

The following are required courses:

EDUC 125	Principles and Organization of Education	3 hours
EDUC 128	Introduction to Secondary Teaching	2 hours
EDUC 316	Psychology of Learning and the Learner	3 hours
EDUC 240	Survey of Education for Exceptional Children and Youth	2 hours
EDUC 425	Social Foundations of American Education	2 hours
EDUC 437	Curriculum & General Methods	3 hours
EDUC 438	Special Methods Grades 7-12	2 hours
EDUC 418	Student Teaching Grades 7-12	6 hours
	Education Elective	1 hour

Education 125 and Education 128 are prerequisites to admission to Teacher Education.

Students who are planning to be dormitory deans will need to take Education 355 and Education 415.

One semester of the senior year is a professional semester. Its required curriculum follows:

First half of the semester:

EDUC 437	Curriculum & General Methods	3 hours
EDUC 438	Special Methods Grades 7-12	2 hours
EDUC 425	Social Foundations of American Education	2 hours

## EDUCATION

EDUC 316 Psychology of Learning and the Learner .. 3 hours

Second Half of the semester:

EDUC 418 Student Teaching Grades 7-12 (full day) .. 6 hours

### CONVERSION OF TEACHING CERTIFICATES

#### A. PROGRAM FOR ELEMENTARY ENDORSEMENT FOR INDIVIDUALS MEETING REQUIREMENTS FOR SECONDARY CERTIFICATION

Hours      Course

- 3 EDUC 332, Teaching of Reading
- 6 EDUC 435, 436 Materials & Methods of Teaching in the Elementary School
- 3 EDUC 417, Student Teaching, 1-9
- 6 Subject matter areas, to be selected from the following courses:  
LIBR 325, Library Materials for Children  
EDUC 230, Art in the Elementary School  
EDUC 321, Music in the Elementary School  
PETH 463, Physical Education in the Elementary School  
GEOG 204, World Geography  
MATH 204, Concepts of Elementary Mathematics  
Other subject matter courses, as approved by the Education Department

#### B. PROGRAMS FOR SECONDARY ENDORSEMENT FOR INDIVIDUALS MEETING REQUIREMENTS FOR ELEMENTARY EDUCATION CERTIFICATION

- 1. Meet the State of Tennessee requirements for endorsement in at least one teaching field (this will vary from 18 to 51 hours).
- 2. A minimum of 6 semester hours of professional education including:
  - A. EDUC 437 or EDUC 438.
  - B. Any other courses designated by the Education Department.
- 3. Four semester hours of electives in addition to the Elementary Education degree requirements.

#### C. RECIPROCITY

- 1. Applicants who have completed programs in out-of-state institutions which are NCATE and NCSDTEC approved will present their credentials to the State Department for certification.
- 2. SMC will accept credits for purposes of certification from institutions located in other states, on the same basis on which the credits are accepted for certification by the state in which the institution is located.



## EDUCATION

3. In order to justify SMC's recommendation for certification, a minimum of one approved professional course and two hours of student teaching, both in residence, will be required of all applicants, to be completed at an acceptable performance level.
4. Applicants recommended to the state will simultaneously receive NCATE recognition.

### D. APPROVED PROGRAM IMPLEMENTATION BY STATE BOARD OF EDUCATION:

Procedures for securing SMC's recommendation for State Certification by students from institutions located out of the state.

1. Application is made to the teacher certification officer accompanied by an official transcript and a recommendation from the institution.
2. Assessment of deficiencies will be made by the teacher certification officer and approved by the department and the Teacher Education Council.
3. The teacher certification officer will inform the applicant.
4. A fee of twenty-five dollars (\$25) will be charged for this service, to be refunded upon completion of courses at SMC.

## COURSES IN EDUCATION

### EDUC 124. Introduction to Teaching

**2 hours**

The student is given an opportunity to become acquainted with the needed personal and professional traits, duties, and responsibilities of the teacher. Observation and participation in classrooms at all grade levels. Two class periods per week plus special assignments. Waived for those having one semester of classroom teaching experience.

### EDUC 125. Principles and Organization of Education (C-2)

**3 hours**

This course gives an overview of the principles, purposes and organization of education. Emphasis is placed on the relationship of the student, parent, teacher, administrator and community in the development and operation of the school program.

### EDUC 126. Early Childhood Education (C-2)

**2 hours**

An examination and evaluation of historical and contemporary theories and curricula in kindergarten and early childhood education in terms of their philosophical and psychological assumptions and contributions to child development leading to the growth of a personal philosophy of education of the pre-school child. Participation in pre-school programs arranged.

### EDUC 128. Introduction to Secondary Teaching

**2 hours**

The student is given an opportunity to become acquainted with the needed personal and professional traits, duties and responsibilities of the secondary teacher. Group observations, professional laboratory experiences and weekly seminars are included.

**EDUC 214. Nursery School Teaching 2 hours**

Prerequisites: EDUC 126 and 226.

The student will work in an approved early childhood center for 60 hours part of which the student will be in complete charge of the program.

**EDUC 226. Kindergarten and Nursery School Methods (C-2) 3 hours**

Designed to give the student an understanding of appropriate methods, materials, and strategies for teaching in preschool. Emphasis is given to application of the principles of child development and learning to promote harmonious physical, mental, social and emotional growth. Observation and participation in organized programs for young children required.

**EDUC 230. Art in the Elementary School 3 hours**

Exploratory activities designed to acquaint the students with materials, methods, and procedures for the teaching of art on the various instructional levels. A brief study of the basic principles of art and art appreciation is included. Observation and participation in the art activities of the elementary school will be scheduled.

**EDUC 231. Music in the Elementary School 3 hours**

A course designed to prepare teachers to direct the music activities in the elementary school. The content includes fundamentals, appreciation, singing, playing, and rhythmic activities. Observation and participation in the music program of the elementary school is required. Two hours lecture and three hours laboratory work per week.

**EDUC 240. Survey of Education for Exceptional Children and Youth 2 hours**

A survey course in the education of exceptional children which concerns itself with the wide range of factors contributing to the need for special education and the general plans for caring for these factors.

**EDUC 245. Management of Early Childhood Programs 2 hours**

Prerequisite: EDUC 126 and 226.

Planning and management strategies in the operation of private or public kindergarten, nursery, and day care centers: personnel, housing, budgeting, safety and health, evaluation of programs, legal requirements. The design and implementation of strategies for parent involvement. A study of the teacher's responsibility in the guidance of children in cooperation with parents. Practicum experience provided.

**EDUC 316. Psychology of Learning and the Learner (C-2) 3 hours**

Learning principles as related to development and teaching; motivation of the learner; evaluation of classroom learning; statistical analysis of test results, provision for individual differences including emphasis on teaching the disadvantaged; classroom climate and adjustment. Must be taken by Education majors concurrently with or prior to methods of teaching.

**EDUC 332. Teaching of Reading 3 hours**

A study is made of the materials and methods used in teaching reading in the elementary grades. Two hours lecture and discussion, three hours laboratory work each week.

## EDUCATION

### **EDUC 334. Classroom Competencies**

**2 hours**

This course provides opportunity for the student to develop skills and knowledge related to traditional and alternative concepts of classroom organization and management, teaching strategies, instructional media, pupil evaluation, discipline, public relations and ethics. Classroom experience may be required.

### **EDUC 355. Administrative and Personnel Work of Deans**

**2 hours**

A basic professional course in the administration of the school home. (Offered on demand.)

### **EDUC 415. Secondary School Homes Practicum**

**2 hours**

Prerequisite: EDUC 355.

This course is designed to provide resident experience in secondary school home administration under the supervision of a successful dean. Usually taken concurrently with Student Teaching. Not offered in the summer.

### **EDUC 416. Student Teaching, Kindergarten**

**2-4 hours**

Prerequisites: Admission to Teacher Education, EDUC 226, 316, 435, 436.

This course is offered each semester and is available during the summer term to teachers with previous experience if suitable classes can be found. For other conditions, see EDUC 417.

### **EDUC 417. Student Teaching, 1-9.**

**8 hours**

Prerequisite: Admission to Teacher Education, EDUC 316, 435, 436.

This course is offered each semester and is available during the summer term to teachers with previous experience. The student will be assigned a half-day each week of classroom observation and participation the first half of the semester.

The second half of the semester will be used for full-time student teaching in on-campus or selected off-campus elementary schools. Group conferences of two periods each week will be scheduled. A minimum of two hours credit must be earned in residence.

Student teachers are expected to provide their own transportation to their teaching centers and to follow the school calendars where they are assigned.

### **EDUC 418. Student Teaching, Grades 7-12**

**6 hours**

Prerequisite: Admission to Teacher Education, EDUC 316, 437, 438. Music majors must have completed MUPF 479.

This course is offered each semester and the summer session in selected areas. The student teachers will be assigned to the cooperating teacher at the beginning of the semester, and will be expected to spend a minimum of three hours per week in observation and participation. These hours will count toward the required student teaching allotment. One half semester of full time of directed observation, participation and full-day classroom teaching is required in on-campus or selected off-campus secondary schools. Conferences of two class periods each week will be scheduled.

A minimum of two hours credit must be earned in residence by degree candidates. Student teachers are expected to provide their own transportation to their teaching centers and to follow the school calendars where they are assigned.

**EDUC 424. Corrective Reading****2-3 hours**

Diagnostic techniques and materials and methods for individual and group instruction for elementary and secondary classroom teaches.

**EDUC 425. Social Foundations of American Education (C-2) 2 hours**

An examination of past and contemporary philosophical and sociological factors in American education. Consideration will be given to contemporary cultural and social forces which deprive students of their opportunity for successful classroom learning.

**EDUC 435. Materials and Methods of Teaching  
in the Elementary School****3 hours**

Prerequisite: Admission to Teacher Education or permission of Department Chairman.

This course is designed to meet the students' needs in general methods in the teaching of Bible, Social Science, English. The course will be offered the first half of each semester, ten periods each week plus four periods of lab work. Directed observation in selected schools and attendance at selected local professional meetings are considered a part of this course.

**EDUC 436. Materials and Methods of Teaching  
in the Elementary School****3 hours**

Prerequisite: Admission to Teacher Education or permission of Department Chairman.

This course is designed to meet the students' needs in general methods in the teaching of Mathematics and Science and Health. The course will be offered the first half of each semester, ten periods each week plus four periods of lab work. Directed observation in selected schools and attendance at selected local professional meetings are considered a part of this course.

**EDUC 437. Curriculum and General Methods, Grades 7-12 3 hours**

Prerequisite: Admission to Teacher Education or permission of Department Chairman.

This course will include the secondary curriculum content—factors that influence change, the most important current practices, and critical curriculum issues facing educators today. It will provide general knowledge of current teaching methods, strategies of learning, and evaluation procedures.

**EDUC 438. Special Methods of Teaching, Grades 7-12 2 hours**

Prerequisite: Admission to Teacher Education or permission of Department Chairman. Course EDUC 437 and EDUC 438 comprise a block and should be taken the same semester.

Student must have completed 15 semester hours in the teaching area to qualify for admission.

The areas which offer Methods courses are: (A) Art, (B) Bible, (C) Business (Office Administration), (D) English, (E) Foreign Language, (F) Health and Physical Education, (G) History, (H) Home Economics, (I) Industrial Arts, (J) Mathematics, (K) Music, (L) Science (Biology, Chemistry and Physics).

The course will be offered the first half of that semester designated by the student's major department. The class will meet four class periods per week.



ENGLISH LANGUAGE AND LITERATURE

Among the student's responsibilities will be the collection and organization of a file of teaching materials, the preparation of lesson plans and evaluation of textbooks. Directed observation in selected schools and attendance at selected local professional meetings are considered a part of the course.

**EDUC 475. Workshop in Education** **1-2 hours**

Preservice and experienced teachers are given opportunity to work under supervision on curriculum problems. Curricular areas are designated as follows: A—Art, B—Bible, E—English, IM—Instructional Media, K—Kindergarten, M—Mathematics, Ms—Music, OE—Open Education, R—Reading, S—Science, SS—Social Studies.

**EDUC 495. Directed Study** **1-2 hours**

This course permits the advanced student with adequate preparation to pursue independent study in special fields.

ENGLISH LANGUAGE AND  
LITERATURE

Wilma McClarty, Sue Baker, Ann Clark,  
Bruce Gerhart, Minon Hamm, Barbara Ruf

*Major:* Thirty hours for the Bachelor of Arts degree, excluding College Composition, including ENGL 216, 218, 314, 315, 335; plus six hours from ENGL 214, 333, 334; plus nine hours from ENGL 336, 337, 338, 444. Required cognate: HIST 374 and HMNT 205. Intermediate level of a modern language strongly recommended.

Students anticipating secondary teaching should meet state certification requirements (see Secondary Program under EDUCATION), should consider taking a minor in Fields Related to English Education, and should obtain experience working on the Southern Accent staff, Southern Memories staff, and/or a programs committee of one of the student organizations.

*Minor:* Eighteen hours, excluding College Composition, including ENGL 218 or 315; 214 or 333 or 334; 314; plus two of the following: ENGL 336, 337, 338, 444; plus three hours of electives.

*Minor in Fields Related to English Education (Available only to English Majors):* Eighteen hours including LIBR 125; HIST 374, SPCH 135 and 236; JOUR 111; and four (two upper division) hours from the following electives: PSYC 124; SECR 105, 115, or 214; EDUC 424; any Communication course; any Library Science course.

**REQUIREMENTS FOR TEACHING ENDORSEMENT IN ENGLISH**

ENGL 101, 102      College Composition ..... 6 hours

## ENGLISH LANGUAGE AND LITERATURE

ENGL 218 or 315	Advanced Grammar (3) Intro. to Linguistics (3)	3 hours
ENGL 214 or 333 or 334	Survey of American Lit. (3) Amer. Col. & Early Nat. Lit. (3) 19th/20th C. Amer. Lit. (3)	3 hours
ENGL 314	Creative Writing .....	3 hours
	English electives .....	3 hours
	Two of the following four areas for a total of .....	6 hours
ENGL 336	Med. & Renaissance Lit. (3)	
ENGL 337	19th C. Brit. Writers (3)	
ENGL 338	20th C. Writers (3)	
ENGL 444	Restor. & 19th C. Lit. (3)	
		TOTAL 24 hours

## ENGLISH LANGUAGE

### ENGL 005. Programmed English No Credit

Students whose scores on English placement tests indicate a need for reinforcement in mechanics and structure are advised to register for this lab prior to College Composition 101. Since this material is carefully programmed, the student, progressing at his own rate, may complete the course early in the semester by achieving scores of 85 percent or better in all units. This lab course will comprise two hours of the student's registered class load.

### ENGL 101:102. College Composition (D-1) 3,3 hours

A two-semester, *sequential* course focusing strongly on composition. The primary purpose of the course is to help the student become a better writer, and the activities of the course are designed to contribute to this purpose. In ENGL 101, emphasis is placed on personal and narrative writing. In ENGL 102, focus is on exposition, including a study of language and its relation to composition. Poetry will be employed as a subject for writing.

### ENGL 218. Advanced Grammar 3 hours

Prerequisite: ENGL 102.

A detailed survey of descriptive grammar as it pertains to parts of speech, sentence construction, syntax, and punctuation. Designed to aid any student who wishes to strengthen his skill in grammar analysis, it is also especially helpful for prospective teachers and writers.

### ENGL 314. Creative Writing 3 hours

Prerequisite: Three hours of literature or permission of instructor.

A study of the principles, techniques, and types of personalized writing, providing the student with opportunity to develop his own style and to find possible markets for his manuscripts that may be worthy of publication.

### ENGL 315. Introduction to Linguistics 3 hours

Prerequisite: ENGL 102.

Purposes to give the student a background in history of the English lan-

## ENGLISH LANGUAGE AND LITERATURE

guage; to acquaint him with the various fields, aspects, and branches of linguistics; to equip him with a working knowledge of structural linguistics' four principal branches—phonetics, phonemics, morphemics, and grammar; and to relate these learnings to the teaching of contemporary English. Open to sophomore and upper division students. This course may be taught only alternate years.

### LITERATURE

#### **ENGL 213. Literature and Life (B-2) 3 hours**

Prerequisite: ENGL 102.

A thematic approach to the study and appreciation of literature, including the study of literary types and terms.

#### **ENGL 214. Survey of American Literature (B-2) 3 hours**

Prerequisite: ENGL 102.

A study of representative selections from major American authors, colonial through modern, with emphasis on ideas, attitudes, and trends having individual, national and universal interest.

#### **ENGL 215. Survey of English Literature (B-2) 3 hours**

Prerequisite: ENGL 102.

A study of representative selections by British writers, with special emphasis on the author and his philosophy, and a review of literary trends and influences from ancient times to the present.

#### **ENGL 216. Masterpieces of Literature (B-2) 3 hours**

Prerequisite: ENGL 102.

A genre approach to the study and appreciation of selected English and American works, with special emphasis on the critical qualities that distinguish such basic literary types as the essay, the short story, the drama, the poem, etc.

#### **ENGL 333. American Literature from Colonial Through Romantic Periods (B-2) 3 hours**

A reasonably comprehensive, chronological study of the works of major American writers with special emphasis on Bradford, Taylor, Franklin, Edwards, Irving, Cooper, Bryant, Poe, Emerson, Thoreau, Hawthorne, Melville, Longfellow, Lowell, and Whitman. This course may be taught only alternate years.

#### **\*ENGL 334. American Literature from Realism to the Present (B-2) 3 hours**

A continuation of ENGL 333, from the mid-nineteenth century through some of the more recent writers, including Dickinson, Twain, James, Adams, Crane, Robinson, Frost, Fitzgerald, Hemingway, and Faulkner. This course may be taught only alternate years.

#### **ENGL 335. Biblical Literature (B-2) 3 hours**

A survey of the Bible's literary masterpieces from an archetypal perspective. The Bible is viewed as one story, the double quest: man, searching for a lost Eden, and Christ, the great Questor, seeking the restoration of His world and His family. This story, reinforced by its central theme of redemption and by

## ENGLISH LANGUAGE AND LITERATURE

the universal archetypal symbols centering in Christ the Word made flesh, actually permeates all imaginative literature. Biblical genres studied include the story of origins, heroic narrative, epic, idyl, lyric poetry, wisdom literature, encomium, epithalamion, gospel, epistle, and apocalypse.

### **ENGL 336. Medieval and Renaissance Literature (B-2) 3 hours**

From Chaucer through Shakespeare, the men and their times. Readings in *Canterbury Tales*, Middle English romance, allegory, play, and meditation in translation; in Sixteenth Century prose, Elizabethan poetry and dramatic literature, with study of genre, conventions, trends. Specific attention to moral and religious issues. This course may be taught only alternate years.

### **\*ENGL 337. Nineteenth Century British Literature (B-2) 3 hours**

A study of British writers from the Romantic and/or Victorian periods (1785-1901), with special emphasis upon Blake, Wordsworth, Coleridge, Byron, Shelley, Keats, Scott, Tennyson, Dickens, Arnold, Browning, Carlyle, Kipling, George Eliot. This course may be taught only alternate years.

### **\*ENGL 338. Twentieth Century Writers (B-2) 3 hours**

A study of major prose and/or poetry of the present century. Focus will be on American and/or British works, but world literature in translation may be included. This course may be taught only alternate years.

### **ENGL 444. Restoration and Eighteenth Century Literature (B-2) 3 hours**

English life and letters in ferment, from Donne through the Enlightenment and decline of Neo-classicism: Milton, Dryden, Swift, Pope, Johnson. Special attention to moral and religious issues, trends. This course may be taught only alternate years.

### **\*ENGL 445. World Literature (B-2) 3 hours**

A study of major world masterpieces in translation, from Homer through the Renaissance. Special focus on development of genres, tracing growth of the epic from the Greek and Roman masterpieces through medieval and Renaissance examples; development of drama from Greece's golden age to the golden age of Spain. Other major genres include lyric poetry, satire, essay, medieval romance, and Renaissance narrative. Works written originally in English will not be included. This course may be taught only alternate years. Students desiring a complete sequence in world literature may follow this course with MDLG 304.

### **ENGL 495. Independent Study 1 or 2 hours**

The content of this course will be adjusted to meet the particular needs of the student. Open only to English majors or minors with the approval of the department head.

## EDUCATION

### **EDUC 438. Methods of Teaching English 2 hours**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances; the survey and evaluation of textbooks is also included. This course is taught each spring semester only, with four lectures each week of the first half of the second semester during the senior year.



# HEALTH, PHYSICAL EDUCATION AND RECREATION

## HEALTH, PHYSICAL EDUCATION AND RECREATION

Delmar Lovejoy, Jacqueline Davis, Philip Garver, Donald Moon

The courses in health, physical education and recreation propose to acquaint students with principles of healthful living, to help each student develop physical efficiency through participation in supervised activity, to develop wholesome recreational habits by helping the student acquire interest, knowledge and skills in several recreational activities and to contribute to those students choosing a career in health, physical education and recreation.

**Major:** Thirty-six hours for the Bachelor of Science degree including HLED 314, 315; PETH 265, 266, 363, 364; and excluding HLED 203. Required cognates: BIOL 105, 106.

No general education activity courses, except PEAC 255, Water Safety Instructor, may apply on the major.

Intramural participation is recommended.

Majors training for teaching positions must meet the NCATE certification requirements set forth by the Education Department.

**Minor:** Eighteen hours including PETH 121, 122; 221, 222; 265, 266; 364.

General education activity courses will not apply on minor, except PEAC 255, Water Safety Instructor.

### REQUIREMENTS FOR TEACHING ENDORSEMENT IN HEALTH AND PHYSICAL EDUCATION, GRADES 1-12

HLED 173	Health & Life .....	2 hours
HLED 373	Care & Prv. Athletic Inj. ....	2 hours
HLED 315	Physiology of Exercise .....	4 hours
HLED 314	Kinesiology .....	4 hours
PETH 364	Prin. & Admin. of P.E. ....	3 hours
PETH 463	P.E. in Elem. School .....	2 hours
PETH 265, 266	Officiating Sports Anal. ....	4 hours
	P.E. activity courses incl. team and individ. sports .....	<u>3</u> hours
	<b>TOTAL</b>	<b>24 hours</b>

### GENERAL EDUCATION ACTIVITY COURSES

#### PEAC 123. Soccer and Volleyball (E-2)

**1 hour**

Development of skills necessary for enjoyable and successful play.

## HEALTH, PHYSICAL EDUCATION AND RECREATION

- PEAC 124. Basketball and Softball (E-2)** **1 hour**  
Team activity skills developed that may be used in the individual's leisure time.
- PEAC 125. Conditioning (E-2)** **1 hour**  
The learning of basic training and aerobic principles followed by a personal long-range conditioning program.
- PEAC 131. Badminton (E-2)** **1 hour**  
Strokes, rules, and playing situations included with physical conditioning for badminton.
- PEAC 133. Archery, Racketball, and Handball (E-2)** **1 hour**  
Activities with emphasis on recreational carry over values.
- PEAC 134. Tennis (E-2)** **1 hour**  
Basic tennis skills including the strokes, rallying, and volleying.
- PEAC 136. Golf (E-2)** **1 hour**  
A basic course for the beginning golfer; includes use of all clubs and course play.
- PEAC 137. Cycling (E-2)** **1 hour**  
Emphasizing various types of cycling, repairs, and safety factors. Students are to provide their own bicycles.
- PEAC 138. Advanced Golf (E-2)** **1 hour**  
Play on a variety of courses for the bogie golfer.
- PEAC 139. Advanced Tennis (E-2)** **1 hour**  
For the advanced player with emphasis on playing strategy, doubles, and mixed doubles.
- PEAC 143. Beginning Tumbling (E-2)** **1 hour**  
Mat tumbling leading to gymnastic free-exercise routines.
- PEAC 144. Elementary Apparatus (E-2)** **1 hour**  
Basic skills emphasized on trampoline, P-bars, rings, unevens, and balance beam.
- PEAC 151. Scuba Diving (E-2)** **1 hour**  
Leads to basic certification by N.A.S.D.S. or N.A.U.I.
- PEAC 153. Beginning Swimming (E-2)** **1 hour**  
Both beginning and intermediate swimming, and aquatic safety skills will be included.
- PEAC 243. Tumbling Team (E-2)** **1,1 hour**  
Admission will be based on satisfactory performance of try-out requirements for team membership.
- PEAC 253. Advanced Swimming (E-2)** **1 hour**  
Review of swimming strokes, diving, and conditioning.

## HEALTH, PHYSICAL EDUCATION AND RECREATION

- PEAC 254. Lifesaving (E-2)** 1 hour  
Prerequisite: PEAC 253 or equivalent.  
Leads to Red Cross Advanced Life Saving certification.
- PEAC 255. Water Safety Instructor (E-2)** 1 hour  
Prerequisite: PEAC 254 or equivalent.  
Leads to Red Cross Water Safety Instructor certification.
- PEAC 258. Small Crafts Management and Safety (E-2)** 1 hour  
Based on the Red Cross basic and instructor courses in canoeing and sailing.

## HEALTH EDUCATION

- HLED 173. Health and Life (C-2)** 2 hours  
A study of current subjects vital to healthful living. Integrating healthful living and Christianity with today's scientific research. Not open to nursing students.
- HLED 203. Safety Education (C-2)** 2 hours  
The nature and causes of accidents, safety measures for the prevention of common accidents of the home, school, industry, transportation, and recreation. The standard and advanced Red Cross Certificates will be issued to those completing the required work in first aid.
- HLED 314. Kinesiology** 4 hours  
Prerequisite: BIOL 105, 106 or equivalent.  
A study of the anatomical and mechanical variables influencing movement, including adaptive activities for the handicapped person.
- HLED 315. Physiology of Exercise** 4 hours  
Prerequisite: BIOL 105, 106 or equivalent.  
Emphasizing the physiological effects of muscular exercise, massed gymnastics, and physical conditioning. Significance of these effects for health and for skilled performance.
- HLED 373. Care and Prevention of Athletic Injuries (C-2)** 2 hours  
Prerequisite: HLED 314.  
The study of treatment and prevention of athletic injuries. Taught in alternate years.
- HLED 473. Health Education** 2 hours  
A study of the theoretical and scientific basis of health education with emphasis on the development and organization of the school health instruction program. Taught in alternate years.

## PHYSICAL EDUCATION THEORY

- PETH 121, 122. Professional Skills, Team Activities** 2,2 hours  
Development of professional skills including performance and teaching techniques for softball, football, volleyball, basketball, hockey, and soccer. Taught in alternate years for majors and minors only.

## HEALTH, PHYSICAL EDUCATION AND RECREATION

### **PETH 163. Introduction to Health**

#### **Physical Education and Recreation**

**3 hours**

A study into the aspect of physical education as a career, its relationship to related fields of education, general principles and philosophies, historical background, and professional preparation.

### **PETH 221, 222. Professional Skills, Individual Activities** **2,2 hours**

Development of professional skills including performance and teaching techniques for golf, tennis, badminton, gymnastics, conditioning, recreational activities, track and field. Taught in alternate years for HPER majors and minors only.

### **PETH 261. Camp Education (E-2)**

**2 hours**

A course designed to promote outdoor recreation and provide experience, for those interested in preparing for summer camp work in different phases of camp life. A weekend campout is included as part of the course.

### **PETH 262. Wilderness Survival (E-2)**

**3 hours**

Prerequisite: PETH 261 or equivalent.

A course designed to acquaint students with a basic knowledge of survival techniques and skills. A four- or five-day survival experience will be included. Offered alternate summers only.

### **PETH 265, 266. Officiating Sports Analysis (E-2)**

**2,2 hours**

An introduction to administration of and participation in organization of officiating in team and individual recreational activities.

### **PETH 363. An Introduction to Measurements and Research of Physical Education**

**3 hours**

A survey of tests used in Physical Education and an introduction to statistical procedures for analyzing data and how it may be applied to research.

### **PETH 364. Principles and Administration of Physical Education and Recreation**

**3 hours**

An integrated study of the principles and administrative concepts of Physical Education and Recreation.

### **PETH 374. Motor Learning and Development**

**2 hours**

The course based on physical anthropometric and the neurological development of the child, adolescent related to his motor behavior. Taught in alternate years.

### **PETH 463. Physical Education in the Elementary School**

**2 hours**

This course is designed primarily for elementary teachers, physical education majors and minors. Methods and materials, graded activities in games and relays, singing games and rhythmic activities, self-testing and rhythmic activities, and safety measures. Observation and teaching of elementary school children will be scheduled.

### **PETH 499. Problems in Physical Education**

**1-3 hours**

An introduction to research and discussion on problem areas in the discipline. Limited to Physical Education majors.



# HISTORY AND POLITICAL SCIENCE

## EDUCATION

### **EDUC 438. Methods of Teaching Health & Physical Education 2 hours**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the first semester during the senior year.

## **HISTORY—POLITICAL SCIENCE**

Floyd Greenleaf, Jerome Clark, William Wohlers

Commonly understood, history is the study of mankind—relationships among people, their accomplishments, institutions they have devised and explanations they have offered to answer the “why” of their existence. While not overlooking these matters, history courses at Southern Missionary College include an added dimension, that of divine influence upon the human experience. This is intended to make students conscious of God’s ultimate control of the universe and His concern for them as individuals in the human family. Within this concept a knowledge of the past provides a meaningful understanding of the present and a hope for the future.

*Departmental approval of study programs for history majors.* Departmental approval is necessary for all programs. A student majoring in history shall plan his entire study program with a member of the History Department. Approval is then considered on an individual basis and is granted on the following conditions:

1. compliance with graduation requirements as explained elsewhere in the Catalog;
2. fulfillment of the professional and individual needs of the student;
3. embodiment of academic balance and continuity.

*Major:* Thirty hours for the Bachelor of Arts degree including HIST 154, 155; 174, 175; 495. At least two courses are to be taken in each of the following areas:

Area I: American History, HIST 354, 355, 356, 357, 358, 465; PLSC 254.

Area II: European History, HIST 374, 375, 376, 377, 378, 465; PLSC 366, either HIST 364 or 365.

*General Education for History majors.* A student majoring in history will follow the general education program for a bachelor’s degree. Within this program he must present class work from all groups of study under Section B, “Man’s Culture.” Modern Languages 211:212 is required.

## HISTORY—POLITICAL SCIENCE

*History as a preprofessional degree.* A student majoring in history who plans to enter a professional school such as medicine or law must present a balanced program of general education classes and electives that will support his professional objectives.

*History as a preparation for teaching.* A student majoring in history who plans to teach must also earn teaching credentials in a field outside of history. He will accomplish this by including a supporting field of eighteen hours in his program. The History Department requires no specific supporting field, but recognizes art, behavioral science, business, English, and modern languages as intimately related to the study of history.

*Minor in History:* Eighteen hours including HIST 174, 175. The additional twelve hours will be chosen from remaining history courses, six hours of which must be upper biennium. A minimum of three hours must be chosen from each of the American and European areas. Three hours of political science may be taken in lieu of three hours of history. Those planning to certify for teaching history must take all eighteen hours in history and should include HIST 154, 155. See paragraph below, "Requirements for Teaching Endorsement in History."

*Minor in History (for Religion majors):* Eighteen hours including HIST 174, 175 and either (a) HIST 154, 155; 364, 365; or (b) HIST 364, 365 and one of the following: HIST 375, 376, 377; and one of the following: HIST 154, 155, 357.

*General Education for students not majoring in history.* Freshman and sophomore students earning general education credit in history should take courses from the 100 and 200 level. Junior and senior students meeting general education requirements in history should select courses from the 300 and 400 level.

### REQUIREMENTS FOR TEACHING ENDORSEMENT IN HISTORY

The student must earn at least 24 semester hours in the subject area of his first teaching field. He may add the following endorsement by meeting the number of hours indicated below.

HIST 154, 155	American History .....	6 hours
HIST 174, 175	Survey of Civilization .....	6 hours
	History electives numbered	
	300 or above .....	6 hours
		<hr/>
		TOTAL 18 hours

**HIST 154, 155. American History and Institutions (B-1)      3,3 hours**  
A study of the regional and national development of the American people,

## HISTORY—POLITICAL SCIENCE

including their politics, government, and social institutions reaching to the present time. This course is recommended as general education for freshmen and sophomores.

### **HIST 174, 175. Survey of Civilization (B-1) 3,3 hours**

An introductory consideration of the ancient, classical and medieval contributions to our own civilization and a consideration of modern and current developments. This course is recommended as general education for freshmen and sophomores.

### **HIST 354. History of Latin America (B-1) 3 hours**

A survey of the colonial period, and a careful analysis of the political, economic, social, religious, and cultural development of the Latin-American Republics, and their present relation to world affairs.

### **HIST 355. History of the South (B-1) 3 hours**

A study of the Old South from the discovery through the war between the states, the reconstruction and the subsequent developments and recent changes, including the current scene.

### **HIST 356. Minorities in America (B-1) 3 hours**

A view of American minorities with particular emphasis on their history, changing problems, and current relationship to American life. Special attention is devoted to the American Black.

### **HIST 357. Modern America (B-1) 3 hours**

A study of American History from 1900 on with special examination of changes in American life brought about by the Progressive era, normalcy, the depression, the New Deal, and the role of the United States in world affairs.

### **HIST 358. American Biographies (B-1) 3 hours**

A study of the background and lives of men and women who made significant contributions to American history.

### **HIST 364, 365. History of the Christian Church (B-1) 3,3 hours**

A study of the development of the Christian Church from its apostolic origin to the present time with emphasis on the internal problems that eventually formed the background for present-day Christianity and its various divisions.

### **HIST 374. History of England (B-1) 4 hours**

An analysis of the political, social, economic, religious and cultural development of Great Britain and its contributions to the world, especially in constitutional and democratic institutions.

### **HIST 375. Ancient World (B-1) 3 hours**

A study of the nations of antiquity especially Israel, Assyria, Babylonia, Egypt, Medo-Persia and the classical nations Greece and Rome, concentrating on the institutions and contributions to civilization of each.

### **HIST 376. Medieval Europe (B-1) 3 hours**

European History from the Roman decline through the High Middle Ages, stressing feudal, imperial and ecclesiastical systems.

## HISTORY—POLITICAL SCIENCE

### **HIST 377. Renaissance and Reformation (B-1) 3 hours**

An analysis of the revival of learning, from medieval to modern conditions, and of the causes, substance, and effects of the Reformation and Counter Reformation.

### **HIST 378. Modern Europe (B-1) 3 hours**

Historical developments in Europe from 1800 to the present, with emphasis on the movements which have directly shaped the contemporary world.

### **HIST 465. Readings in History (B-1) 3 hours**

Readings from selected topics in History. Topics covered will determine whether credit is granted in Area I or Area II. This course may be repeated for credit.

### **HIST 495. Research Methods in History 3 hours**

Historical theories, procedures, and research methods are examined in conjunction with the preparation of a research project.

### **HIST 499. Problems in History 1 hour**

This course is for history majors only and consists of individual research work in some field of history. Content and method of study to be arranged. Approval must be secured from the department head prior to registration.

## POLITICAL SCIENCE

### **PLSC 254. American National and State Government (C-2) 3 hours**

An examination of the operation of the executive, legislative, and judicial branches of government of the national, state, and local levels.

### **PLSC 366. Contemporary International Relations (C-2) 3 hours**

A critical analysis of the chief factors influencing present-day world affairs, with special emphasis on the ideological and religious background of current conflicts.

## GEOGRAPHY

### **GEOG 204. World Geography (C-2) 3 hours**

Maps, land forms, soil, mineral resources, weather, and climate are considered. Man's adjustment to various physiographic regions is studied.

## EDUCATION

### **EDUC 438. Methods of Teaching History 2 hours**

Attention is given to methods and materials in instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the first semester during the senior year.



## HOME ECONOMICS

Thelma Cushman, Alice Calkins,\* Sue TeHennepe,  
LaVon Winn, Iwan Lyzenchuk

Home Economics programs are designed to prepare men and women for careers dealing with home and family life, food and nutrition, textiles and clothing, and teaching of Home Economics in secondary and elementary schools.

Flexibility of programs allows a choice of concentration to fit the preparation needed for the chosen Home Economics profession.

Emphasis is placed upon the Seventh-day Adventist philosophy for home and family living and preparation for professional, church and community leadership.

All Home Economics programs are planned with a member of the Home Economics Department. Approval is then considered on an individual basis and is granted on the following conditions:

1. compliance with graduation requirements as explained elsewhere in the catalog;
2. fulfillment of the professional and individual needs of the student;
3. embodiment of academic balance and continuity.

*Major:* Forty hours for the Bachelor of Science degree in Home Economics including FDNT 125, 126, 127, 317, 325; HMEC 147, 148, 164, 165, 166, 244, 314, 349, 415, 485. Cognate requirements: PSYC 127, NRSG 204.

Home Economics majors and candidates for secondary certification are required to attend two approved professional meetings each semester.

Those who plan to do graduate work in Home Economics should include CHEM 151:152; BIOL 106 and 125; and ECON 224:225.

*Minor—Home Economics:* Eighteen hours, six hours of which must be upper biennium.

*Minor—Foods and Food Service:* Eighteen hours including six hours of upper biennium. Open to all including Home Economics majors.

## ASSOCIATE OF SCIENCE DEGREES

*Home Economics:* The purpose of the two-year curriculum is to prepare the student for a successful family experience as well as for service to his community. All specified courses will apply toward a Bachelor's degree in Home Economics.

## HOME ECONOMICS

**Major:** Twenty-four hours including courses FDNT 125, 126, 127, 217; HMEC 147, 148; and HMEC 149 or 165, or 314, plus electives to make a total of 24 hours in Home Economics, general education courses to meet catalog requirements, and sufficient electives to make a total of 64 semester hours. The student is free to select electives in the Home Economics areas of his special interest.

Home Economics majors and candidates for secondary certification are required to attend two approved professional meetings each semester.

**Food Service and Bakery Management:** The purpose of the program is to prepare the student with ability to accept a position of responsibility in a food service or bakery. The student's course may emphasize either baking or food service. Course requirements are FDNT 118, 125, 126, 127, 129, 217, 219, 224, 225, with Home Economics electives to total 24 hours, and cognates ACCT 121, ECON 224 or 225, BUAD 344 and BIOL 125. The student's program, including general education requirements and electives to make a total of 64 hours, shall be planned with and approved by a member of the Home Economics Department. Work experience in food service and/or bakery is required. Attendance at a minimum of two professional meetings each semester is required.

### ONE-YEAR CERTIFICATE COURSE IN FOOD SERVICE

The purpose of the one-year certificate program is to provide the student with the basic skills needed for work in institutional food service. Course requirements are: FDNT 118, 126, 127, 217, 219, HMEC 146, Home Economics electives to total 20 hours, and an approved general education program to total 32 hours. This program shall be planned with a member of the Home Economics department. Work experience in food service is required. Attendance at a minimum of two professional meetings each semester is required.

### REQUIREMENTS FOR TEACHING ENDORSEMENT IN HOME ECONOMICS

Foods and Nutrition courses .....	8 hours
Textiles and Clothing courses .....	8 hours
Home Management courses .....	8 hours
Total 24 hours	

### FOODS AND NUTRITION

#### **FDNT 100. Dynamics of Dietetics** **1 hour**

A survey of the profession of dietetics featuring student contact with registered dietitians in their professional environment. For the pre-dietetics student. Consent of the instructor required. Three clock hours per week.

## HOME ECONOMICS

- FDNT 118 or 318. Introduction to Quantity Food Service** 3 hours  
A survey of the field of institutional food service, including the principles of quantity food preparation, consideration of the special challenges of volume feeding, and an overview of volume food service organization. Two lectures each week, laboratory work in various areas of quantity food production, service, and maintenance.
- FDNT 125. Nutrition (C-1)** 3 hours  
An introduction to the basic principles of human nutrition. Includes study of the nutrients and the requirements for different age groups and normal physiological conditions. Attention will be given to religious and sociological influences, taking particular note of the counsel of Mrs. E. G. White.
- FDNT 126. Foods (E-1)** 2 hours  
Basic principles of food composition, selection, and preparation. Two hours lecture each week. Home Economics majors must take concurrently with FDNT 127.
- FDNT 127. Food Preparation (E-1)** 1 hour  
Principles of quality food preparation. Efforts will be made to meet the specific needs and interests of the group. One three-hour discussion and laboratory per week.
- FDNT 129. Institutional Baking Techniques** 2-4 hours  
Lecture and experience in principles of commercial institutional bakery production and operation, including purchasing, equipment layout, maintenance, and sanitation. Emphasis first semester will be on basic products; second semester on advanced skills and techniques. Requires 8 to 16 clock hours per week. May be repeated to a maximum of eight hours credit.
- FDNT 216 or 416. Institutional Food Service Practicum** 3 hours  
Prerequisite: FDNT 118 or 318.  
Guided experience in small institution food service culminating in total responsibility of food service for a minimum of three weeks.
- FDNT 217 or 317. Meal Management (E-1)** 2-3 hours  
Prerequisites: FDNT 125, 126, 127, or approval of instructor.  
Experience in planning, costing, and serving meals to family-sized groups; problems in consumer economics and art of home food service. Two lectures and three hours of laboratory each week.
- FDNT 219. Food Service Production Techniques** 2-4 hours  
Lecture and experience in techniques of entree, vegetable, salad, dessert and beverage production. Includes quantity purchasing, equipment layout, maintenance and sanitation. Requires 8 to 16 clock hours per week. May be repeated to a maximum of eight hours credit.
- FDNT 224 or 424. Food Service Management** 3 hours  
A study of equipment selection, maintenance and layout, and management and personnel relationships in institution food service. Laboratory experience. Two one-hour lectures each week. This course is taught in alternate years.

## HOME ECONOMICS

### **FDNT 225. Banquet and Special Function Management 1 hour**

Lecture and practical experience in managing banquets and special functions. This course is taught in alternate years.

### **\*FDNT 325. Demonstration Techniques 2 hours**

Prerequisites: FDNT 125, 126, 127, or approval of instructor.

Designed to present purposes, standards, and techniques of demonstrations with application to teaching, business, and conducting cooking schools for adult groups. This course is taught in alternate years.

## HOME MANAGEMENT

### **HMEC 146 or 346. Consumer Economics (E-1) 2 hours**

A basic course in consumer education from the standpoint of purchasing and money management as related to the home and its personal needs.

### **HMEC 147. Management (E-1) 2 hours**

A study of family problems and goals with emphasis on management of personal and family resources.

### **HMEC 148. Orientation 1 hour**

Orientation in the areas of Home Economics and a study of the field in terms of history, philosophy and professional opportunities. Required of all freshman Home Economics majors.

### **HMEC 149 or 349. Decorating and Furnishing the Home (E-1) 3 hours**

A basic design course dealing with the principles of applied art in the home. Two class hours and three laboratory hours.

### **HMEC 244. Household Equipment (E-1) 2 hours**

Evaluation, use and care of household appliances and equipment.

### **HMEC 314. Child Development (C-2) 3 hours**

Physical, cognitive, social, and emotional aspects of human growth and development in the family environment from conception through early childhood. Three class periods and two hours observation in nursery school and homes each week.

### **HMEC 345. Upholstery and Drapery (E-1) 3 hours**

Laboratory experience in simple upholstering and professional drapery making. Two 3-hour combined lecture and laboratory periods. This course is taught in alternate years.

### **HMEC 415. Practice in Home Economics 2 hours**

Prerequisites: 20 hours in Home Economics including HMEC 147, 349; FDNT 317, or approval of department.

Experience in solving problems of family living. Laboratory will include personal management as well as working in the community. Registration required at the department office one semester in advance.



## HOME ECONOMICS

### TEXTILES AND CLOTHING

- HMEC 164. Textiles (E-1)** **3 hours**  
A study of basic fibers and weaves including properties, construction, selection, uses, and care of textile fabrics. Three one-hour lectures per week.
- HMEC 165. Basic Clothing (E-1)** **2 hours**  
Basic principles of clothing construction as applied to individual garments. Three hours combination lecture/lab each week. Two hours of outside sewing experience.
- HMEC 166. Intermediate Clothing (E-1)** **2 hours**  
Principles of wardrobe planning, selection, and care for the individual. Two lectures and two hours of outside sewing per week.
- HMEC 313. Dress, Culture and Personality (C-2)** **2 hours**  
Clothing as it relates to self-expression and to the individual's adjustment to the physical and social environment.
- \*HMEC 315. Pattern Design (E-1)** **3 hours**  
Prerequisite: HMEC 165 or approval of instructor.  
Clothing design and practice in creating designs through flat pattern and draping techniques. Two one-hour lectures and one three-hour lab per week. This course is taught in alternate years.
- HMEC 316. Tailoring for Men and Women (E-1)** **3 hours**  
Prerequisite: HMEC 165 or approval of instructor.  
Evaluation and use of various tailoring methods as applied in selection, fitting and construction of tailored wool and polyester double knit garments. This course is taught in alternate years.
- \*HMEC 485. Seminar** **2 hours**  
Prerequisite: Twenty hours completed in Home Economics.  
Recent trends in Home Economics and related professional fields. Required of and limited to majors. This course is taught in alternate years.
- HMEC 495. Independent Study** **1-2 hours**  
To permit the advanced student majoring in Home Economics to do individual work in the field under the direction of a staff member. By departmental approval which must be obtained before the semester begins.

### EDUCATION

- EDUC 438. Methods of Teaching Home Economics** **2 hours**  
Prerequisite: Admission to Teacher Education.  
Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the first semester during the senior year.

## INDUSTRIAL EDUCATION

Drew Turlington, John Durichek, Thomas Grindley,  
Wayne Janzen, Robert Warner

Industrial Education at Southern Missionary College provides learning experiences for those who may wish consumer education, a teaching career, avocational skills, or a trade in the construction or service industries. The student forms his curriculum core in such areas as graphic communications, residence construction, electrical and internal combustion power, along with the materials and processes of industry.

**Major:** Forty hours for the Bachelor of Science degree in Industrial Arts including (a) basic requirements of Industrial Education, INDS 145, 149, 154, 174, 184, 265, 274, 314, 325, 2 hours of electives, and (b) the courses listed below for an Industrial or Secondary Teaching emphasis. Cognate requirements are CHEM 104, MATH 104, and PHYS 107.

**Industrial Emphasis—INDS 176.** This program prepares students for employment in fabricating and manufacturing industries and to be plant and institutional maintenance superintendents. The student will be proficient in several areas upon completion of the program.

**Secondary Teaching Emphasis—INDS 415 and 485,** plus the 24 semester hours of professional education subjects required to meet the NCATE-approved program for certification.

**Minor:** Eighteen hours including six hours upper biennium. An eight hour concentration in one area will give the student a teaching endorsement in that area.

### ASSOCIATE OF SCIENCE DEGREE IN HOMEBUILDING TECHNOLOGY

Two-year curriculum giving the student on-the-job training in the building trades, including carpentry, masonry, plumbing, housewiring. This is a trade course to prepare the student to become a general contractor. The requirements are as follows: (A) Major—CNST 121, 122, 123, 124; INDS 135, 177, 184, 185, 325. INDS 184 is to be taken in the freshman year. (B) Cognates—ACCT 121, BUAD 253.

### ASSOCIATE OF SCIENCE DEGREE IN INDUSTRIAL TECHNOLOGY

Two-year curriculum especially designed for those desiring employment in plant or institutional maintenance, particularly in health institutions. The requirements are as follows: (A) Major—INDS 154, 174,

## INDUSTRIAL EDUCATION

175, 176, 184, 265, 274, 275, 314, and 6 hours of departmental electives.  
(B) Cognates—6 hours to be chosen from PHYS 107, MATH 104, and CHEM 104.

### REQUIREMENTS FOR TEACHING ENDORSEMENT

#### *Drafting*

INDS 149	Technical Drawing .....	4	hours
INDS 325	Architectural Drafting .....	4	hours
INDS 274	Electricity/Electron .....	4	hours
INDS 145	Graphic Arts .....	4	hours
INDS 174	General Metals .....	4	hours
INDS 154	Woodworking .....	4	hours
INDS 265	Auto Fundamentals .....	4	hours
	Woods, Metals, or Indus.		
	Crafts elective .....	2	hours
	TOTAL	30	hours

#### *Industrial Arts*

INDS 149	Technical Drawing .....	4	hours
INDS 325	Architectural Drafting .....	4	hours
INDS 274	Electricity/Electron .....	4	hours
INDS 145	Graphic Arts .....	4	hours
INDS 174	General Metals .....	4	hours
INDS 154	Woodworking .....	4	hours
INDS 265	Auto Fundamentals .....	4	hours
	Woods, Metals, or Indus.		
	Crafts elective .....	4	hours
	TOTAL	32	hours

#### *Metals*

INDS 149	Technical Drawing .....	4	hours
INDS 325	Architectural Drafting .....	4	hours
INDS 274	Electricity/Electron .....	4	hours
INDS 145	Graphic Arts .....	4	hours
INDS 174	General Metals .....	4	hours
INDS 154	Woodworking .....	4	hours
INDS 265	Auto Fundamentals .....	4	hours
	Metals elective .....	4	hours
	TOTAL	32	hours

#### *Power Mechanics*

INDS 149	Technical Drawing .....	4	hours
INDS 325	Architectural Drafting .....	4	hours
INDS 274	Electricity/Electron .....	4	hours
INDS 145	Graphic Arts .....	4	hours

## INDUSTRIAL EDUCATION

INDS 174	General Metals .....	4	hours
INDS 154	Woodworking .....	4	hours
INDS 265	Auto Fundamentals .....	4	hours
INDS 317	Engine Rebuilding .....	2	hours
INDS 318	Automotive Tuneup .....	2	hours
	Metals, Woods, or Indus.		
	Crafts elective .....	<u>4</u>	hours
	<b>TOTAL</b>	<b>36</b>	<b>hours</b>

### Woods and Construction

INDS 149	Technical Drawing .....	4	hours
INDS 325	Architectural Drafting .....	4	hours
INDS 274	Electricity/Electron .....	4	hours
INDS 145	Graphic Arts .....	4	hours
INDS 174	General Metals .....	4	hours
INDS 154	Woodworking .....	4	hours
INDS 265	Auto Fundamentals .....	4	hours
	Woods elective .....	2	hours
	Woods, Metals, or Indus.		
	Crafts elective .....	<u>2</u>	hours
	<b>TOTAL</b>	<b>32</b>	<b>hours</b>

## COURSES IN INDUSTRIAL EDUCATION

### INDS 135. Masonry 3 hours

A fundamental course in concrete block and brick laying, footings and foundations for residences. One hour lecture and six hours laboratory each week.

### INDS 145. Graphic Arts (E-1) 4 hours

A comprehensive "overview" of graphic communications. Covers all occupations and functions in the average printing organization, plus kinds of materials and creative services. All types of printed products are analyzed from creation to finish. Two hours lecture and six hours laboratory each week.

### INDS 149. Technical Drawing (E-1) 4 hours

A basic course in drafting, training the student in the use of instruments and the principles of orthographic projection, surface development, sectioning, pictorial representation, and dimensioned working drawings. Eight hours laboratory each week. Lecture as announced by the instructor. Instruments cost from \$35 to \$40 (also used for INDS 325).

### INDS 154. Woodworking (E-1) 4 hours

A study of hand and machine tools, joinery, and proper methods of furniture construction. Two hours lecture, 6 hours laboratory each week.



## **INDUSTRIAL EDUCATION**

### **INDS 155. Industrial Crafts (E-1)**

**2 hours**

Exploring the technology of industry by forming and fabricating objects of plastics, metals, and woods. One hour lecture and three hours lab each week. Open to all students.

### **INDS 174. General Metals (E-1)**

**4 hours**

Designed to acquaint the student with the many aspects of the metal working industry. Instruction will be given in the areas of forging, foundry, heat treatment, sheet metal, welding, plus hand- and power-operated metal cutting equipment. Two hours lecture and six hours laboratory each week.

### **INDS 175. Refrigeration and Air Conditioning (E-1)**

**3 hours**

Fundamental principles of refrigeration and air conditioning. Emphasis will be placed on troubleshooting and servicing of both domestic and commercial units. One hour lecture and six hours laboratory each week. Optional tool expense of \$25 to \$30.

### **INDS 176. Electric and Oxy-Acetylene Welding (E-1)**

**4 hours**

A very practical course in arc and acetylene welding, teaching the student to weld skillfully in all positions: flat, vertical, and overhead. In addition, the student will learn to use the Tig and Mig industrial welders. Two hours lecture and six hours laboratory each week. Tools cost from \$15 to \$20.

### **INDS 177. House Wiring (E-1)**

**3 hours**

Instruction in the National Electric Code, basic electrical principles, complete instruction and practice in residential wiring, including electric heating. Some industrial wiring techniques will also be included. One hour lecture, six hours laboratory each week. Tools cost from \$55 to \$60.

### **INDS 184. Industrial Safety Education**

**2 hours**

Emphasis will be placed on O.S.H.A. regulations regarding safety in building construction. Two hours lecture each week. To be taken by all Industrial Arts, Homebuilding Technology, and Industrial Technology majors.

### **INDS 185. Plumbing**

**2 hours**

Instruction in code requirements, procedures in dwelling house plumbing, waste, maintenance, proper methods of sewage disposal using soil pipe and plastic; water lines, using copper and galvanized pipe. One hour lecture and three hours laboratory each week.

### **INDS 255. Woodturning (E-1)**

**1-2 hours**

Center and faceplate turning experiences. Two hours lecture each week for the first four weeks. Three hours laboratory for each semester hour credit.

### **INDS 265. Automotive Fundamentals (E-1)**

**4 hours**

A course designed to give basic understanding of the automobile. Main emphasis is given to power plant and drive train design, operation and service. Two hours lecture and six hours laboratory each week. Each student is expected to supply his own basic hand tools and coveralls. Tools may be rented or purchased from the department. (Minimum tool set costs approximately \$125.) All lab learning experiences are on live cars either from the community or personal vehicle.

## INDUSTRIAL EDUCATION

### **INDS 274. Electricity/Electronics (E-1) 4 hours**

A basic course in the principles of electricity and electronic circuitry—D.C. and A.C., with emphasis on resistors, capacitors, diodes, transistors, vacuum tubes, amplifiers, and oscillators. Two hours lecture and six hours laboratory each week. Variable project expense involved.

### **INDS 275. Machine and Tool Maintenance 2 hours**

A study of the principles and methods of machine repair and preventative maintenance of equipment found in an industrial shop. The time will be divided between metalworking and woodworking equipment. One hour lecture and three hours laboratory each week.

### **INDS 314. Machine Shop 4 hours**

Prerequisite: INDS 174 or permission of instructor.

A course designed to provide in-depth experiences in the use of metal machinery and fabrication equipment. Provision is made for extensive personal or large group produced projects. Two hours lecture, six hours laboratory each week.

### **INDS 315. Litho Prep and Press 3 hours**

Prerequisite: INDS 145.

This is a "hands-on" approach to the lithographic offset process. The laboratory will give the student actual operating experience with process cameras, dark room techniques, stripping, plate making, contacting, and a variety of offset press equipment. One hour lecture and six hours laboratory each week.

### **INDS 317. Engine Rebuilding 2 hours**

Prerequisite: INDS 265, or equivalent.

This course is designed to provide experience in internal combustion engine overhaul. Each student will individually remove from car, overhaul and re-install one engine. One hour lecture and three hours laboratory each week.

### **INDS 318. Automotive Tuneup 3 hours**

Prerequisite: INDS 265.

Automotive troubleshooting and tune-up. Course emphasis directed towards the automobile electrical and fuel system. One hour lecture and six hours laboratory each week.

### **INDS 325. Architectural Drafting (E-1) 4 hours**

A study of architectural details and methods of construction relative to frame and masonry veneer residential dwellings. Emphasis is placed on residential planning and design principles. Each student will design and draw all details necessary in the construction of a home. Eight hours laboratory each week. Lectures as announced by the instructor. Instruments cost from \$35 to \$40 (also used for INDS 149).

### **INDS 354. Cabinet Construction 3-4 hours**

Prerequisite: Permission of instructor.

Emphasis will be placed on construction of kitchen cabinets, bathroom vanities and storage closets. Eight hours each week. Lectures as announced by instructor. Open primarily to construction students.

## **LIBRARY SCIENCE**

### **INDS 415. Laboratory Operation And Supervision 3 hours**

A course designed for students planning to be instructors. It will provide experiences such as tool maintenance, materials purchasing, project evaluation, and student assistance. This course must be preceded by completion of basic courses in each content area, such as drafting, graphic arts, woods, metals, and mechanics. Each student, in counsel with the instructor, will decide in which of three areas he will divide his time. One hour lecture, six hours laboratory each week.

### **INDS 485. Seminar 1 hour**

A discussion of problems related to the industrial education teaching profession. One hour discussion each week. Open only to Industrial Arts majors.

### **INDS 499. Industrial Arts Problems 1-3 hours**

The study of a specific problem in the field of Industrial Arts. A written report of the problem may be required by the supervising instructor. Open only to Industrial Education majors and minors. Offered on demand.

## **CONSTRUCTION**

### **CNST 121. Homebuilding Technology I (E-1) 4 hours**

### **CNST 122. Homebuilding Technology II (E-1) 4 hours**

These two courses emphasize methods and techniques of homebuilding, study of the building code requirements, foundation layout, framing and roofing. One hour lecture and eight hours laboratory each week.

### **CNST 123. Homebuilding Technology III 4 hours**

### **CNST 124. Homebuilding Technology IV 4 hours**

Completion of the house begun the previous year. Emphasis on finished carpentry, methods of bidding a job, material estimating, and construction costs. One hour lecture and eight hours laboratory per week.

## **EDUCATION**

### **EDUC 438. Methods of Teaching Industrial Arts 2 hours**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performance and the survey and evaluation of textbooks. Four lectures each week of the first half of the first semester during the senior year.

## **LIBRARY SCIENCE**

Charles Davis, Peggy Bennett, Loranne Grace,  
Marion Linderman, Norman Peek

Minor: Eighteen hours.

A school librarian K-12, Tennessee endorsement is available to certified teachers who complete the 18 hours of Library Science provided by this minor.

### REQUIREMENTS FOR TEACHING ENDORSEMENT IN LIBRARY SCIENCE

The student must earn at least 24 semester hours in the subject area of his first teaching field. He may add the following endorsement by meeting the number of hours indicated below.

LIBR 125	Reference .....	3 hours
LIBR 126	Libraries & Librarianship .....	2 hours
LIBR 225	Cataloging & Classification .....	3 hours
LIBR 325	Library Materials for Children .....	3 hours
LIBR 333	Instructional Media .....	2 hours
LIBR 416	School Library Administration .....	3 hours
LIBR 425	Library Materials for Young Adults and Adults .....	<u>2</u> hours
		<b>TOTAL 18 hours</b>

#### **LIBR 125. Reference (E-1) 3 hours**

Presents basic concepts, selection and use of general and specialized reference material for all levels of school libraries. Useful for the general student who desires to know how better to use the library. Required for all student assistants working in McKee Library.

#### **LIBR 126. Libraries and Librarianship (E-1) 2 hours**

Introduces the aspects of the library profession and the areas of service of various types of libraries. Develops the career possibilities of librarianship.

#### **LIBR 225. Cataloging and Classification (E-1) 3 hours**

Prerequisite: LIBR 125, 126.

Presents the basic concepts and procedures for instituting and operating the technical services area of the school library or media center. Involves the student in the basic skills of cataloging, classification, and other technical services routines that prepare the material for use in the library.

#### **LIBR 325. Library Materials for Children (E-1) 3 hours**

Presents to the student a knowledge of a wide variety of books and related materials for children, grades 1-8. Develops an appreciation for books and reading that can be enthusiastically transmitted to young readers through critical evaluation and selection of books and materials. Correlates the use of books and materials to the specific needs and interests of young readers.



## MATHEMATICS

### **LIBR 333. Instructional Media**

**2 hours**

A laboratory course in the selection, operation and use of audio-visual equipment and materials. Preparation of transparencies, flat pictures, graphics and audio materials will be required. One hour lecture and three hours laboratory per week.

### **LIBR 416. School Library Administration**

**3 hours**

Prerequisites: LIBR 125, 126, 225.

Presents the basic concepts and organizational procedures for the administrative personnel of the school library or media center so that this resource will become involved with the total program of the school.

### **LIBR 425. Library Materials for Young Adults and Adults (E-1) 2 hours**

Gives emphasis to the variety of books and related materials for grades 9-12. Correlates critical evaluation and selection to the interests, use, and specific needs, of the young adult as he develops his reading habits and skills. Develops an appreciation for books and reading that can enthusiastically involve both young adults and adults.

## MATHEMATICS

Lawrence Hanson, Arthur Richert

Students major in mathematics for several reasons. Some wish to become professional mathematicians. This group will continue to study mathematics at the graduate level. Others wish to obtain employment in a mathematically related field upon graduation or after a year or two of advanced study. A third group finds the practice in problem solving and the disciplined, logical thinking which is indispensable to mathematics to be of value in such non-mathematical occupations as law and medicine.

Interesting and financially rewarding careers are available to mathematics majors. In addition to teaching and research, a mathematics student who takes supporting studies in other areas can enter such fields as actuarial science, systems analysis, computer science, or the health sciences, to name just a few. The department will supply interested students with more information concerning some of these careers, as well as sample four-year curricula which prepare one for them.

**Major:** Thirty hours for the Bachelor of Arts degree including MATH 115, 216, 217, 318, 319, and 411. CPTR 125 or 218 is a cognate requirement.

**Minor:** Eighteen hours including course 115 and six hours of upper division courses.

## MATHEMATICS

### REQUIREMENTS FOR TEACHING ENDORSEMENT IN MATHEMATICS

The student must earn at least 24 semester hours in the subject area of his first teaching field. He may add the following endorsement by meeting the number of hours indicated below.

MATH 114	Elementary Functions & Relations . . . . .	4 hours
MATH 115	Calculus I . . . . .	4 hours
	Math elective credit including	
	6 hours numbered 300 or above . . . . .	10 hours
	TOTAL	18 hours

#### **MATH 104. Intermediate Algebra (C-1) 3 hours**

Prerequisite: One year of high school algebra.

Elementary set theory, number systems and their properties, exponents and radicals, equations and inequalities, polynomial functions and their graphs, systems of equations, logarithms. Does not apply on major or minor in mathematics.

#### **MATH 105. Applied Elementary Mathematics (C-1) 3 hours**

Prerequisite: One year of high school algebra.

This course introduces the general student to some topics in elementary mathematics which may be useful to him in the future. These include introductory concepts in set theory and logic; an introductory study of probability and its applications; mathematical modeling as applied to growth and decay; business applications of linear programming; mathematics of finance, including simple and compound interest, annuities, and amortization. Algebra will be reviewed as needed. Does not apply on a major in mathematics.

#### **MATH 114. Elementary Functions and Relations (C-1) 4 hours**

Prerequisite: MATH 104 or two years of high school algebra.

The real and complex number systems; the elementary functions and their graphs, including polynomial and rational functions, exponential and logarithmic functions, trigonometric functions; analytic geometry.

#### **MATH 115. Calculus I (C-1) 4 hours**

Prerequisite: MATH 114, or four years of high school mathematics which include at least one semester of trigonometry and some analytic geometry.

Differential and integral calculus of the elementary functions and relations, including the definite integral, the derivative, computation of derivatives, the fundamental theorem of calculus, computation of antiderivatives, applications.

#### **MATH 204. Concepts of Elementary Mathematics 4 hours**

Prerequisite: Proficiency examination pass.

Set theory as related to elementary mathematics; numeration systems; number systems and their properties, including the whole numbers, the integers, the rational numbers, and the real numbers; basic concepts of geometry. This course is open to Elementary Education majors only. Does not apply on major or minor in mathematics.

## MATHEMATICS

### **MATH 215. Statistics (C-1)**

**3 hours**

Recommended: MATH 104 or two years of high school algebra.

Elementary probability; organization and analysis of data; the binomial, normal, Student's  $t$ , and chi-square distributions; sampling; hypothesis testing; nonparametric statistics; regression and correlation.

### **MATH 216. Set Theory and Logic (C-1)**

**2 hours**

Prerequisites: MATH 115.

An introduction to some of the basic ideas, terminology, and notation of logic and sets. The concept of a mathematical proof will be emphasized.

### **MATH 217. Calculus II (C-1)**

**4 hours**

Prerequisite: MATH 115.

Higher derivatives, multiple integrals, infinite series, partial derivatives, elementary differential geometry.

### **MATH 315. Differential Equations (C-1)**

**3 hours**

Prerequisite: MATH 217

Classification and solution of common types of ordinary differential equations. Analytical and numerical methods will be studied. Applications to problems arising in the physical sciences.

### **MATH 316. Mathematics of Physics**

**3 hours**

Prerequisite: MATH 315.

Partial differential equations, Fourier series, boundary value problems, Bessel functions, Legendre polynomials. Analytical and numerical methods will be studied. Taught only upon sufficient demand. Designed primarily for Physics majors.

### **\*MATH 317. Complex Variables**

**3 hours**

Prerequisite: MATH 217. MATH 216 recommended.

An introduction to the theory of analytic functions of a complex variable, including mappings by elementary functions, complex integration, the Cauchy-Goursat theorem, Cauchy's integral formula, power series, Laurent series, the theory of residues, and conformal mapping. Taught in alternate years.

### **MATH 318. Algebraic Structures**

**3 hours**

Prerequisite: MATH 216, 217.

The structure of groups, rings, integral domains and fields. This course is taught in alternate years.

### **MATH 319. Linear Algebra**

**3 hours**

Prerequisite: MATH 217. MATH 216 recommended.

Finite dimensional vector spaces over a field and the attendant concepts of systems of linear equations, matrices, determinants. This course is taught in alternate years.

### **MATH 405. Numerical Analysis**

**3 hours**

Prerequisites: MATH 217, 315 and a knowledge of Fortran.

Interpolation and approximation, numerical differentiation and integration, numerical methods of solving algebraic and differential equations, error analysis.

## MEDICAL TECHNOLOGY

### **\*MATH 411, 412. Advanced Calculus**

**3,3 hours**

Prerequisite: MATH 217, 216.

Introduction to point set topology, continuity, uniform continuity, properties of derivatives and integrals, convergence, uniform convergence, sequences of functions, and infinite series. This course is taught in alternate years.

### **\*MATH 415. Geometry**

**3 hours**

Prerequisite: MATH 217. MATH 216 recommended.

Advanced study of the basic concepts of Euclidian geometry, including the incidence and separation properties of planes and space, measurement functions, congruence from both the metric and synthetic approach, geometric inequalities, the parallel postulate, area theory, constructions with ruler and compass; introduction to Riemannian and hyperbolic geometry and their models. This course is taught in alternate years.

### **MATH 495. Independent Study**

**1 hour**

Prerequisite: Approval by department faculty.

Individual reading and problem solving in a field chosen in consultation with an instructor.

## EDUCATION

### **EDUC 438. Methods of Teaching Mathematics**

**2 hours**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the second semester during the senior year.

## MEDICAL TECHNOLOGY

Advisor: Henry Kuhlman

Students interested in a career in medical technology should complete three years of college in residence and twelve months of clinical training at a hospital whose program is approved by the Board of Schools, American Society of Clinical Pathologists. Upon completion of the clinical program, the degree Bachelor of Science with a major in medical technology is conferred by Southern Missionary College.

The minimum grade point average in required mathematics-science courses is 2.25. The total overall grade point average must be at least 2.00. (To affiliate at most hospitals, a minimum grade point average of 2.50, both overall and in mathematics-science, is required.) A maximum of four hours of grades less than C- in mathematics and science will be accepted. At least 20 of the 94 hours must be upper division.



## MODERN LANGUAGES

Candidates for the Bachelor of Science degree from SMC with a major in medical technology must complete the following requirements:

Biology (including BIOL 125, 126, 155, 156) with BIOL 315 highly recommended .....	16 hours
Chemistry (including CHEM 151:152; 311, 313)	16 hours
Physics, PHYS 211:212 and 213:214	8 hours
Mathematics, MATH 114	4 hours

*General Education Requirements.* General education requirements are the same as for other Bachelor degree programs, with the exception of the following total hours:

A. Man's God .....	9 hours
B. Man's Culture .....	12 hours
C. Man's Environment .....	12 hours
D. Man's Communication Needs .....	6 hours
E. Man's Labor and Recreation .....	4 hours

Electives to make a total of 94 hours.

Since the admission requirements of affiliating hospitals differ widely, the student should consult the bulletin of the hospital of his choice and follow its prescribed requirements.

## MODERN LANGUAGES

Robert Morrison, Rudolf Aussner

This department offers the opportunity for students to discover French, German and Spanish not only as living languages but also as reflections of the cultures, customs and peoples they represent. The aim, then, is to provide both an esthetic background and a practical tool in the event the student becomes an overseas traveler or worker.

The ability to communicate with people is increasingly essential in today's shrinking world; and an acquaintance with a foreign culture should be part of the background of educated persons, particularly those with a sense of world mission. The Department of Modern Languages aspires toward helping Christians fulfill this responsibility to demonstrate good will, whether as travelers and business people or as respondents to the Master's gospel commission.

*Major—German or Spanish:* Thirty hours for the Bachelor of Arts degree excluding course 101:102, but including course 211:212.

*Minor—German or Spanish:* Eighteen hours excluding course 101:102, but including course 211:212 and six hours of upper-biennium courses.

*Major—Language and Culture:* Thirty hours for the Bachelor of Arts degree including the following:

## MODERN LANGUAGES

GRMN (or SPAN) 211:212 — Intermediate German (or Spanish) .....	6 hours
GRMN (or SPAN) 344 — Composition and Conversation .....	3 hours
GRMN (or SPAN) 354 — Culture and Civilization .....	3 hours
ENGL 445 — World Literature .....	3 hours
MDLG 304 — Masterpieces in Translation .....	3 hours
ART 345 (or MUHL 315) — History of Art (or History of Music — 4 hours) .....	3 hours
HIST 378 (or 354) — Modern Europe (or History of Latin America) .....	3 hours
Additional hours from language and literature, world geography, a second foreign language, or ART 345 or MUHL 315 (whichever is not taken above) .....	6 hours
Students desiring certification in German (or Spanish) must take these six hours in that language. Cognate requirement: In fulfilling the general education requirements in Religion, the student will include RELT 368, Comparative Religions (3 hours).	
<b>TOTAL</b>	<b>30 hours</b>

## REQUIREMENTS FOR TEACHING ENDORSEMENT

The student must earn at least 24 semester hours in the subject area of his first teaching field. He may add the following endorsements by meeting the number of hours indicated below.

### German

GRMN 211:212	Intermediate German .....	6 hours
	German courses numbered above 212 ..	<u>12</u> hours
	<b>TOTAL</b>	<b>18 hours</b>

### Spanish

SPAN 211:212	Intermediate Spanish .....	6 hours
	Spanish courses numbered above 212 ..	<u>12</u> hours
	<b>TOTAL</b>	<b>18 hours</b>

## SPECIAL COURSES

### \*MDLG 304. Masterpieces in Translation (B-2) 3 hours

A survey, team-taught, of great literary works from France, Germany, Spain and Spanish America, from the seventeenth century to modern times. Students desiring a complete survey of world literature may first enroll for ENGL 445, "World Literature," which covers the centuries up to the seventeenth. Applies toward general education requirements in literature, but not toward the major in German or Spanish. Taught alternate years.

## MODERN LANGUAGES

### GERMAN

#### **GRMN 101, 102. Elementary German (B-3) 4,4 hours**

A foundation course in the basic skills. May be waived by examination. Laboratory work is required. No credit will be allowed for elementary modern language if credit has already been received for it at the secondary level.

#### **GRMN 211, 212. Intermediate German (B-3) 3,3 hours**

Prerequisite: Entrance by standardized examination at required level.

Advanced grammar; intensive and extensive reading of moderately difficult prose and poetry; oral and written exercises. Laboratory work is required. The second semester, if enrollment permits, there will be two sections: a. Literary Program, b. Science Readings.

#### **GRMN 344. Composition and Conversation (B-3) 3 hours**

Prerequisite: GRMN 211:212 or equivalent.

An intensive course aiming at proficiency in understanding and speaking, at a practical knowledge of stylistics, and at ability in free composition. (Not open to German-speaking nationals.)

#### **\*GRMN 347. The German Language (B-3) 2 hours**

Prerequisite: GRMN 211:212. Recommended: GRMN 344.

Introduction to the history and development of the German language. This course is offered in alternate years.

#### **GRMN 354. German Culture and Civilization (B-3) 3 hours**

The literary, artistic, intellectual, social, religious, economic, and political scene of present-day Germany, with a study of its development from the recent past.

#### **\*GRMN 355, 356. Survey of German Literature (B-2) 3,3 hours**

A prerequisite for all subsequent literature courses; history and development of German literature; reading of representative works. This course is offered in alternate years.

#### **GRMN 358. German Romanticism (B-2) 2 hours**

The poetry and prose of outstanding writers of this period, from Holderlin to Heine. This course is offered in alternate years.

#### **GRMN 359. German Short Stories (B-2) 2 hours**

A course giving the student a survey of German short stories from Goethe's death (Romanticism) to the present. This course is offered in alternate years.

#### **GRMN 364. Contemporary German Literature (B-2) 2 hours**

A course dealing with the different literary schools and periods from Naturalism to the Aftermath of World War II (Naturalism, Impressionism, and the related trends of Neoromanticism and Neoclassicism, Expressionism, and the Neo Matter-of-Factness, Literature and National Socialism (1933-1945), Aftermath of World War II). This course is offered in alternate years.

## MODERN LANGUAGES

### **\*GRMN 425. German Literature of the Age of Enlightenment (B-2) 2 hours**

Foreign (French) and philosophical background of the period, changing attitudes in life and literature. Anacreontic poets. Young Goethe, Wieland, and Lessing. This course is offered in alternate years.

### **GRMN 445. German Classicism (B-2) 2 hours**

A course offering a comparison of Goethe and Schiller, Goethe's Classical Period (1787-1805), Schiller's Classical Period (1787-1805), and Goethe's Old Age (1805-1832). This course is offered in alternate years.

### **GRMN 495. Directed Study 2-6 hours**

The content of this course will be adjusted to meet the particular needs of the individual student. Open only to German majors, or minors with the approval of the department head.

## SPANISH

### **SPAN 101, 102. Elementary Spanish (B-3) 4,4 hours**

A foundation course in the basic skills. May be waived by examination. Laboratory work is required. No credit will be allowed for elementary Spanish language if credit has already been received for it at the secondary level.

### **SPAN 211, 212. Intermediate Spanish (B-3) 3,3 hours**

Prerequisite: Entrance by standardized examination at a required level. Advanced grammar; intensive and extensive reading of moderately difficult Spanish texts; oral and written exercises. At the discretion of the department, this course may be closed to Spanish-speaking persons with three credits in Secondary Spanish. Laboratory work is required.

### **SPAN 344. Composition and Conversation (B-3) 3 hours**

Prerequisite: SPAN 211:212 or equivalent. Development of skill in speaking, understanding, and writing idiomatic Spanish. (Not open to Spanish or Latin-American nationals.)

### **SPAN 354. Hispanic Culture and Civilization (B-3) 3 hours**

Prerequisite: SPAN 211:212 or equivalent. The social, religious, political, economic, artistic, and intellectual scene in the Spanish-speaking world.

### **\*SPAN 355, 356. Survey of Spanish Literature (B-2) 3,3 hours**

Prerequisite: SPAN 211:212 or equivalent. History and development of Spanish literature; reading of representative works. This course is offered in alternate years.

### **\*SPAN 365. Spanish Linguistics (B-3) 3 hours**

Prerequisite: SPAN 211:212 or equivalent. Recommended: SPAN 344. Introduction to the morphological, syntactic and phonemic structure of the Spanish language. Practice in sounds, intonation, and transcription; remedial pronunciation drills. This course is offered in alternate years.



## MUSIC

### **SPAN 445. The Golden Age of Spanish Literature (B-2) 3 hours**

Prerequisite: SPAN 211:212 or equivalent.

A study of the Classical Period of Spanish literature. This course is offered in alternate years.

### **SPAN 455, 456. Survey of Spanish-American Literature (B-2) 3,3 hours**

Prerequisite: SPAN 211:212 or equivalent.

History and development of Spanish-American literature; reading of representative works. This course is offered in alternate years.

### **SPAN 495. Directed Study 2-6 hours**

The content of this course will be adjusted to meet the particular needs of the individual student. Open only to Spanish majors, or minors with the approval of the department head.

## FRENCH

### **FREN 211, 212. Intermediate French (B-3) 3,3 hours**

Prerequisite: Entrance by standardized examination at required level.

Advanced grammar; intensive and extensive reading of moderately difficult prose and poetry; oral and written exercises. Laboratory work is required.

## EDUCATION

### **EDUC 438. Methods of Teaching Modern Languages 2 hours**

Prerequisite: Admission to Teacher Education.

Learning and teaching a foreign language, in both theory and practical application, with special attention to goals, planning, classroom techniques, selection and utilization of materials and aids, and evaluation of student performance. Four lectures each week of the first half of the first semester during the senior year.

## MUSIC

Marvin L. Robertson, Dorothy Ackerman, Bruce Ashton, Orlo Gilbert, Judith Glass, Jack McClarty, Don Runyan, Robert Sage

The Department of Music offers two baccalaureate degrees, the Bachelor of Music degree in music education, and the Bachelor of Arts degree in music; and an associate degree, with majors in organ, piano and voice.

### **ADMISSION REQUIREMENTS:**

Music majors must fulfill all the general admission requirements of the college. In addition a prospective music major is required to take written and aural entrance examinations in music theory and a perform-

## MUSIC

ance examination in the applied concentration. To obtain Freshman standing as a music major the student must qualify for MUCT 111 and MUPF 179.

Further information regarding the entrance examinations may be obtained by writing the chairman of the music department.

### GENERAL REQUIREMENTS:

**Functional Piano:** All music majors must pass an examination in functional piano which includes the playing of hymns, scales, triads, arpeggios, several moderately easy compositions and accompaniments, and the harmonization of simple folk melodies. The functional piano examination should be passed during the first week of the first semester in residence or the student must register for applied piano instruction. MUPF 108, 109 and 129 are designed to help the student reach the required level of proficiency.

**Applied Music Credit:** One semester hour of credit will be allowed for 14 half-hour lessons with a minimum of five hours of practice per lesson. Applied music grades are assigned by a jury examination at the end of each semester.

**Concert and Recital Attendance:** A music major must attend 12 approved concerts per semester. Failure to meet this requirement will lower the student's applied music grade and possibly result in probationary status as a music major.

**Music Ensemble Participation:** All music majors are required to participate in a music ensemble every semester in full-time residence.

**Senior Recital:** The candidate for the Bachelor of Music degree or the Bachelor of Arts degree will present a senior recital. Upon music faculty approval the senior recital requirement may be partially fulfilled through a conducting or chamber music performance.

A faculty audition of the complete program must be scheduled at least four weeks before the recital date. Unsatisfactory performance at this audition will result in a rescheduling of the recital date.

### JUNIOR STANDING:

Music majors must apply for Junior standing at the end of the sophomore year. The requirements for Junior standing are as follows:

- a. An overall grade point average of 2.0.
- b. A grade point average of 2.5 in all music courses.
- c. Completion of the functional piano requirement.
- d. Completion of MUCT 111:112, 121:122.
- e. Completion of four hours of MUPF 179 or equivalent.

Faculty evaluation of the application for Junior standing will result in the student receiving one of the following classifications: a. Pass,

## MUSIC

Bachelor of Music; b. Pass, Bachelor of Arts; c. Probation; d. Fail, Junior standing requirements must be met at least two semesters before graduation.

### BACHELOR OF MUSIC CURRICULUM:

The Bachelor of Music degree in music education is an NCATE approved degree which meets state and denominational certification requirements. Each student will be responsible to determine the additional courses that may be required for certification in the state of his choice. This information can be obtained at the Office of Admissions and Records or the Department of Education.

The following general education requirements apply only to students pursuing a Bachelor of Music degree:

- A. Man's God including RELB (3 hours), RELT 138, 155  
and either BIOL 325 or PHYS 315 ..... 12 hours
- B. Man's Culture including History 6 hours and HMNT  
205 ..... 10 hours
- C. Man's Environment ..... 12 hours
  - 1. Physical Environment (including at least  
3 hours of science), 6 hours
  - 2. Human and Social Environment including  
HLED 173, EDUC 125, and one course in  
Economics, Geography, or Sociology.
- D. Man's Communication Needs ..... 8 hours
  - 1. ENGL 101, 102; JOUR 111, 316
  - 2. Speech
- E. Man's Labor and Recreation ..... 6 hours
  - 1. Applied Skills selected from FDNT, HMEC,  
AGRI 105
  - 2. Recreation selected from Health, P.E. and  
Recreation activity courses and/or PETH 263.

### *Bachelor of Music in Music Education Degree Requirements:*

MUCT 111:112; 121:122; 211:212; 221:222	19 hours
(instrumental emphasis must take MUCT 313)	
Music Ensemble	7 hours
MUHL 314:315	8 hours
MUPF 479	4 hours
MUED 356	2 hours

### *Additional Requirements for the Music Education Degree: (Choral Emphasis)*

Applied Music Concentration (piano, organ or voice) ... 11 hours

## MUSIC

Applied Music Secondary (selected in consultation with advisor) .....	4 hours
Music Education: including pedagogy in the applied concentration and two of the following: MUED 126, 136, 146, 156, 316, 317, 318 .....	6 hours
(voice majors must include MUED 126)	
Education: including EDUC 240, 316, 418, 425, 437, 438 .....	18 hours

### *Additional Requirements for the Music Education Degree: (Instrumental Emphasis)*

Applied Music Concentration (brass, woodwinds, strings, piano or organ) .....	11 hours
Applied Music Secondary selected in consultation with advisor. Preparation to meet deficiencies in the functional piano requirement may not be applied to the Applied Music Secondary .....	4 hours
Materials and Techniques: Choose three of the following: MUED 136, 146, 156, 316, 318 .....	6 hours
Education: EDUC 240, 316, 418, 425, 437, 438 .....	18 hours

## BACHELOR OF ARTS CURRICULUM:

The Bachelor of Arts in music is a non-professional degree designed to give the student a broad understanding of the musical heritage of man. This major consists of 40 hours including 14 upper biennium. Courses must include the following:

Music Theory including MUCT 111:112, 121:122, 211:212; 221:222 .....	19 hours
MUHL 314:315 .....	8 hours
MUPF 179 and 379 .....	8 hours
Music Ensembles .....	5 hours

A student must complete all general education requirements of the college.

The foreign language recommended is either French or German. Through careful planning a student may fulfill state certification requirements within four years.

## ASSOCIATE OF SCIENCE CURRICULUM:

The Associate of Science in music degree is designed to help those who are interested in private music teaching, church music, and music evangelism. The three areas of concentration are piano, organ and voice. Courses must include the following:

### Music

Music Theory .....	8 hours
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## MUSIC

Music Concentration .....	8 hours
History of Music .....	4 hours
Pedagogy .....	4 hours
Ensemble .....	2 hours
Music Electives .....	11 hours

### General Education to include:

Religion, including RELT 138 .....	6 hours
ENGL 101:102 .....	6 hours
HMNT 205 .....	4 hours
EDUC 125 .....	3 hours
PSYC 124 .....	3 hours

## MUSIC MINOR

Music Minor: Eighteen hours including the following:

MUCT 111:112 .....	6 hours
MUPF 179 .....	2 hours
Music Course Electives (including 6 hours upper biennium) .....	10 hours

Applied Music grades are assigned by a jury examination at the end of each semester.

## REQUIREMENTS FOR TEACHING ENDORSEMENT

### Instrumental Music

MUCT 111:112	Music Theory I, II .....	6 hours
MUCT 121:122	Aural Theory I, II .....	2 hours
MUCT 211:212	Adv. Music Theory III, IV .....	6 hours
MUCT 221:222	Adv. Aural Theory III, IV .....	2 hours
	Concentration in Voice or Instruments & Ensembles .....	18 hours
MUCT 313	Orchestration & Arranging .....	3 hours
MUPF 479	Conducting Techniques .....	4 hours
MUHL 314	Music History .....	4 hours
MUED 356	Supervision of School Music .....	3 hours
	Two of the following seven areas for a total of .....	3 hours
MUED 126	Singers Diction	
MUED 136	Strings Materials & Techniques	
MUED 146	Brass Materials & Techniques	
MUED 156	Woodwind Materials & Techniques	
MUED 316	Piano Pedagogy	
MUED 317	Voice Pedagogy	
MUED 318	Organ Pedagogy	

TOTAL 51 hours



## MUSIC

### School Music

MUCT 111:112	Music Theory I, II .....	6 hours
MUCT 121:122	Aural Theory I, II .....	2 hours
MUCT 211:212	Adv. Music Theory III, IV .....	6 hours
MUCT 221:222	Adv. Aural Theory III, IV .....	2 hours
	Concentration in Voice or Instruments & Ensembles .....	12 hours
MUPF 479	Conducting Techniques .....	4 hours
MUHL 314	Music History .....	4 hours
MUED 356	Supervision of School Music .....	2 hours
	Three of the following seven areas for a total of .....	6 hours
MUED 126	Singers Diction	
MUED 136	Strings Materials & Techniques	
MUED 146	Brass Materials & Techniques	
MUED 156	Woodwind Materials & Techniques	
MUED 316	Piano Pedagogy	
MUED 317	Voice Pedagogy	
MUED 318	Organ Pedagogy	

TOTAL 44 hours

## MUSIC THEORY

### **MUCT 100. Introduction to Music Theory** **2 hours**

A study of the rudiments and basic vocabulary of music theory. Does not apply toward a music major or minor.

### **MUCT 111:112. Music Theory I and II** **3,3 hours**

Prerequisite: MUCT 100 or examination.

A study of the elements which render music of all periods aurally and visually comprehensible, within simple forms and a variety of textures from one to four voices.

### **MUCT 121:122. Aural Theory I and II** **1,1 hours**

Keyboard and sight-singing applications of the materials introduced in MUCT 111:112. (Music majors must take this concurrently with MUCT 111:112.)

### **MUCT 211:212. Advanced Music Theory III and IV** **3,3 hours**

Prerequisite: MUCT 111:112.

An expanded and intensified study of the structure of music as begun in MUCT 111:112. In MUCT 212, contemporary music is emphasized.

### **MUCT 221:222. Advanced Aural Theory III and IV** **1,1 hours**

Keyboard and sight-singing applications of materials studied in MUCT 211:212. Music majors must take this concurrently with MUCT 211:212.

## MUSIC

### **MUCT 313. Orchestration and Arranging** **3 hours**

Prerequisite: MUCT 111:112.

The ranges, capabilities and limitations, transpositions of orchestra and band instruments. Idiomatic scoring of short works for vocal and instrumental chamber groups, small orchestra and band. Performance of exercises and analysis of scores is emphasized.

### **MUCT 413. Analysis of Music Form** **3 hours**

Prerequisite: MUCT 211:212, or permission of instructor.

An analytical study of musical structure from the smallest units of form to the more complex music of all historical periods.

## MUSIC HISTORY

### **MUHL 314:315. History of Music (B-4)** **4,4 hours**

Prerequisite: MUCT 111:112 or permission of instructor.

A study of music literature from antiquity to the present, cultural backgrounds, development of music form and style, analysis of representative masterworks from each major period of music history. Two listening periods per week are required.

## MUSIC EDUCATION

### **MUED 126. Singers Diction** **2 hours**

A study of the correct pronunciation of Italian, German, French, and English.

### **MUED 136. String Materials and Techniques** **2 hours**

A study of the stringed instruments in class and a survey of teaching materials for class and private instruction.

### **MUED 146. Brass and Percussion Materials and Techniques** **2 hours**

A study of tone production, performance techniques, embouchure, fingerings, practical pedagogic technique and simple repairs. A survey of literature for the instruments and evaluation of teaching methods.

### **MUED 156. Woodwind Materials and Techniques** **2 hours**

A study of tone production, embouchure, fingerings, practical pedagogic technique and simple repairs. A survey of the literature for the instruments and evaluation of teaching methods.

### **MUED 316. Piano Pedagogy** **2 hours**

Prerequisite: Two hours of MUPF 179 or equivalent.

Methods, materials and procedures for private and class piano instruction; planning a complete program for pupils on various grade levels including technic, repertoire and musicianship.

### **MUED 356. Supervision of School Music** **2 hours**

A study of the basic philosophies, methods, and materials related to the teaching of music in the elementary school. Observation of and participa-

## MUSIC

tion in the campus school music program is required of all students. Open to music majors, minors, or by permission of the instructor.

### **MUED 318. Organ Pedagogy** **2 hours**

Prerequisite: Two hours of MUPF 179 or equivalent.

Methods, materials and procedures for instruction in organ; accompaniment of church services; registration of organ literature on various types of organs.

### **MUED 317. Voice Pedagogy** **2 hours**

Prerequisite: Two hours of MUPF 179 or equivalent.

Methods, materials and procedures for private and class voice instruction; testing and classification of voices; physiological and psychological problems of voice production and diction.

### **MUED 319. Applied Pedagogy** **1 hour**

Prerequisite: MUED 316, 317, 318 or permission of instructor.

A student teaching experience designed especially for the prospective private lesson teacher. Open only to Associate of Science in Music and Bachelor of Arts in Music degree candidates. May be repeated for a total of two hours.

## CHURCH MUSIC

### **MUPF 200. Ministry of Music (E-2)** **3 hours**

A study of the rudiments of music, methods of conducting congregational singing, and principles and standards of music for the church.

## APPLIED MUSIC

### **MUPF 108, 109. Group Instruction (E-2)** **1,1 hours**

Group instruction in voice, piano, or orchestral instruments. This course is designed for the beginning student.

### **MUPF 129. Secondary (E-2)** **1-4 hours**

Private instruction in voice, piano, organ, or orchestral instrument.

### **MUPF 179. Concentration (E-2)** **1-4 hours**

Prerequisite: Examination for Freshman standing.

Private instruction in voice, piano, organ, or orchestral instrument.

### **MUPF 329. Secondary (E-2)** **1-2 hours**

Private instruction in voice, piano, organ, or orchestral instrument.

### **MUPF 379. Concentration (E-2)** **1-8 hours**

Prerequisite: MUPF 179 for four hours or equivalent.

Private instruction in voice, piano, organ, or orchestral instrument.

## MUSIC

### **MUPF 479. Conducting Techniques (E-2)**

**4 hours**

This course is designed to give the music student the requisite skills for conducting choral and instrumental groups.

†Courses MUPF 108, 109, 129 and 329 are open to any student of the college as elective credit toward the B.A. or B.S. degree. The music major or minor may not apply these toward his applied music concentration. Students desiring to study organ must pass the Functional Piano Examination.

Courses MUPF 179 and 379 are courses primarily for the music major and minor, but they may be elected by anyone who passes the examination for freshman standing. Jury examinations are required with these course numbers.

The following performance areas may be studied: voice, piano, classical guitar, organ, violin, viola, cello, double bass, flute, oboe, clarinet, saxophone, bassoon, trumpet, French horn, trombone, baritone tuba, and percussion instruments.

## MUSIC ENSEMBLES

Music ensembles are open to all college students through audition. Each music ensemble meets three periods per week and offers one hour credit each semester; regular attendance at rehearsals is required. A student may not enroll concurrently in Concert Band and Collegiate Chorale.

Course numbers MUPF 178 and 378 do not fulfill the music ensemble participation requirement for music majors except those taking a keyboard concentration. Music majors other than those taking a keyboard concentration, who wish Instrumental Ensemble credit must be registered concurrently in Concert Band or Orchestra.

Ensembles on campus are organized and sponsored by members of the music staff.

<b>MUPF 128, 328. Concert Band (E-2)</b>	<b>1-4 hours each</b>
<b>MUPF 138, 338. Orchestra (E-2)</b>	<b>1-4 hours each</b>
<b>MUPF 148, 348. College Choir (E-2)</b>	<b>1-4 hours each</b>
<b>MUPF 158, 358. Die Meistersinger Male Chorus (E-2)</b>	<b>1-4 hours each</b>
<b>MUPF 168, 368. Collegiate Chorale (E-2)</b>	<b>1-4 hours each</b>
<b>MUPF 178, 378. Instrumental Ensemble (E-2)</b>	<b>1-4 hours each</b>

**EDUCATION****EDUC 231. Music in the Elementary School****3 hours**

A course designed to prepare teachers to direct the music activities in the elementary school. The content includes fundamentals, appreciation, singing, playing, and rhythmic activities. Observation and participation in the music program of the elementary school is required. Three hours lecture and one hour laboratory work per week.

**EDUC 438. Methods of Teaching Music****2 hours**

Prerequisite: Admission to Teacher Education.

Attention is given to Methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the first semester during the senior year.

**NURSING DIVISION**

Director: Ina Longway

Faculty—Ruth Abbott, Colleen Barrow, Wayne Bechthold, Ruby Birch, Eleanor Brown, Carol Craig, Lenna Lee Davidson, Judy Flerl, Betty Garver, Ellen Gilbert, Edith Gillham, Caryn Grimaldi, Nancy Hellgren, Dorothy Hooper, Lorella Howard, Shirley Howard, Phil Hunt, Bernadine Irwin, Theresa Kennedy, Catherine Knarr, Marie Krall, Christine Kummer, Katie Lamb, Paul Lange, Jane Markoff, Marilyn Montgomery, Dolores Mountz, Doris Payne, Christene Perkins, Nathan Rice, Krista Riffel, Mildred Robbins, Charlene Robertson, Patricia Rushing, Patricia Scott, Daphne Shah, Christine Shultz, Shirley Spears, Donna Spurlock, Barbara Straight, Elvie Swinson, Carol Thomas, Karen Warren, Erma Webb, Margaret White, Karen Wickliff.

**PHILOSOPHY**

God is the One in whom we live and move and have our being. In the beginning when God created man in His image it was His purpose that man should throughout his life ever more fully reveal the image of his Creator. But sin brought about feelings of distrust in man of his fellow man and of God, and a great sense of personal insecurity. Sin also weakened his physical powers, lessened his psychosocial capacity, and dimmed his spiritual vision. Man then became subject to various health problems.

Nursing is a progressive science, art, and profession utilizing knowledge from many physical and psychosocial disciplines in assisting individuals and groups to solve health problems. While nursing shares with other health care providers the goals of maintaining and promoting



## **NURSING**

optimal health, it is unique in that it provides for the activities of daily living through its nurturing role and coordinates the health care according to observations of behavioral response of the patient-client. Nursing also includes preventive and creative roles in meeting the needs of the whole individual. The nurse can most effectively fill these roles through a consistent relationship with Christ which enables the nurse to assist others to live, move, and have being.

As the roles of the nurse have become more complex, the differentiation of responsibilities of nurses has created a need for nursing personnel with different preparations. The implication for nursing education is that it must provide curricula to educate a clearly defined practitioner on each level of practice. To meet this need, provision is made for a student to exit at the associate degree level or progress to the baccalaureate level (articulated curriculum).

The A.S. graduate will primarily provide nurturing and coordinating aspects of nursing in a circumscribed setting. This graduate will assess the level of wellness of the patient/client using predetermined criteria and techniques, will plan and implement predetermined intervention and will function in predetermined leadership roles. These roles will include team leading and directing auxiliary personnel.

In a variety of settings the B.S. graduate will provide preventive, creative, coordinative, and collaborative aspects of nursing. The nurse practicing at this level will act as a change agent utilizing the research orientation to the nursing process which includes the systematic gathering of data, considering alternatives, implementing predetermined and/or creative interventions, evaluating outcomes, and assuming accountability for actions. On completion of the program the graduate will have competence in a variety of clinical areas, and beginning expertise in at least one clinical area. The graduate will be equipped to move quickly into beginning leadership roles and will have the theory and practice base in behavioral and physical sciences for graduate study in nursing.

### **DESCRIPTION OF PROGRAM**

The articulated program leads to a baccalaureate degree in Nursing with the option to exit at the associate degree level. The holders of an associate degree in nursing may progress into upper division nursing. Licensed diploma graduates will be evaluated on an individual basis.

The requirements for the Associate of Science degree in nursing may be completed in two academic years, plus one three-semester-hour summer course. At this time the student is eligible to write State Board Examinations for licensure to become a Registered Nurse.

The curriculum in the lower division focuses on independent learning, utilizing the modular approach, and mastery of essential content. A

## **NURSING**

well-equipped learning center and skills lab are provided for independent study. Students work in small groups with a readily available instructor.

The second semester of the freshman year is on the Madison campus of Southern Missionary College located near Nashville, Tennessee.

The curriculum in the upper division consists of a combination of modules, or learning packets, lectures, seminars, and independent study. A ten-hour nursing elective allows the student a choice of an area(s) of in-depth study.

The first semester of the upper division senior year is on the Orlando, Florida, campus of Southern Missionary College.

A curriculum study is in progress in the Division of Nursing and all students will be required to participate in validation procedures designed to evaluate and improve the individual student and the program of study.

### **ATTENDANCE AT CLASS AND CLINICAL LABORATORY**

The Division of Nursing requires students to attend all class and clinical laboratory periods. Students who are admitted to the Division of Nursing are considered adequately mature to realize the importance of regular attendance and to accept this as a personal responsibility. A lab/transportation fee is charged for classes with clinical schedules.

### **ACCREDITATION**

The program in nursing is fully accredited by the Board of Review for Baccalaureate and Higher Degree Programs and Associate of Science Degree Programs of the National League for Nursing; it is approved by the National League for Nursing to admit registered nurse students to the curriculum; it is registered with the Board of Regents of the Department of Education of the General Conference of Seventh-day Adventists; and it is approved by the Tennessee Board of Education.

### **ADMISSION REQUIREMENTS TO THE ARTICULATED BACCALAUREATE PROGRAM**

Minimum requirements for admission to the Division of Nursing are listed below. The final decision on acceptance and continuation lies within the Division of Nursing.

1. Acceptance to Southern Missionary College.
2. High school GPA of 2.35 \*minimum on solids (math, science, English, history, foreign language).
3. A grade of C or better in each semester of high school chemistry.

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\*On a 4.00 Scale

## NURSING

4. Minimum ACT standard score of 17 in English and composite.
5. A student who does not meet the high school GPA or ACT requirements may remove these deficiencies by attending college for at least one semester during which he takes a minimum of 12 semester hours in required courses leading to nursing, with a current and cumulative GPA of at least 2.35.\*
6. No cognate or nursing course may be repeated more than one time. No more than a total of two cognates or nursing courses may be repeated.
7. A student who does not meet the high school chemistry requirement may remove this deficiency by taking one semester of college chemistry and earning a C or better.
8. A grade of at least C- is required in each nursing cognate with a minimum cumulative GPA of at least 2.00\* in the cognates (cognate courses are: anatomy and physiology, nutrition, developmental psychology, microbiology, and sociology).
9. Students with previous college work must have a minimum current and cumulative GPA of 2.35.\*
10. Students whose native language is other than English must pass an English proficiency test. If the student fails the English proficiency test, he must take remedial work in written and spoken English and repeat the proficiency test with a passing grade before entering nursing.
11. Students are required to demonstrate satisfactory performance on standardized tests. Remedial work will be required if performance level is not achieved.
12. Following application to the Nursing Admissions Committee, transfer students from another major or another college will be evaluated individually and assisted in fitting into the program.
13. Further references or information may be required regarding character, attitude, or coping ability in case of a question in these areas.
14. A licensed practical nurse or ex-Army medic may challenge Basic Nursing I (105). Arrangements to challenge must be made with the coordinator of the first year of the program. Challenge involves clinical and theory evaluation.

\*On a 4.00 scale

The following should be sent to the Director of Admissions and Records by March 1 for the fall class and by October 15 for the winter class: (1) application to the College, (2) application to the Division of Nursing, (3) transcripts, (4) ACT scores. Notification of acceptance will be sent out approximately thirty days after these deadlines. Class size is limited by available clinical facilities and teachers. A new class begins each semester.

## CURRICULUM (First and Second Year)

All hour values are in semester hours. Completion of these requirements leads to an Associate of Science Degree and eligibility to sit for state board examinations. Students who do not achieve a minimum of 40th percentile or selected standardized tests during the first two years of the nursing program will be required to attend state board review sessions following graduation.

## Number of Hours Required:

Nursing 31

Behavioral Science 7

Natural Science 12

General Education 16

## Sample Sequence:

		1st Sem	2nd Sem
<b>First Year</b>			
BIOL 106	Anatomy and Physiology	3	
	Religion		3*
FDNT 125	Nutrition	3	
NRSG 105	Basic Nursing I	4	
NRSG 116	Basic Nursing II		7**
ENGL 101	College Comp.	3	
SOCI 125	Intro. to Sociology		3*
PSYC 126	Dev. Psychology I	2	
PSYC 127	Dev. Psychology II		2*
		<hr/> 15	<hr/> 15
<b>Summer Only</b>			
NRSG 215	Basic Nursing III	3	

\*Offered on both Collegedale and Madison Campus.

\*\*Offered only on the Madison Campus.

		1st Sem	2nd Sem
<b>Second Year</b>			
BIOL 125	Microbiology		3
RELT 138	Foundations of the Advent Mv.	3	
BIOL 105	Anatomy & Phy.	3	
NRSG 216	Basic Nursing IV	8	
NRSG 217	Basic Nursing V		8
ENGL 102	College Comp.	3	
	Elective (Man's Culture)		3
	Physical Ed.		1
NRSG 219	Nursing Trends		1
		<hr/> 17	<hr/> 16

**COURSE DESCRIPTION** (All courses except NRSG 219 include laboratory.)

**NRSG 105. Basic Nursing I: Foundations****4 hours**

Prerequisite: Chemistry (high school or equivalent).

Co-requisites: FDNT 125, BIOL 106.

## **NURSING**

This course is designed as an introduction to the physical, psychosocial, and spiritual aspects of health care. The student is assisted in developing an understanding of the role of the nurse, and the skills common to all areas of nursing. (Lab/transportation fee of \$20.)

### **NRSG 116. Basic Nursing II: Mental Health And Medical-Surgical**

**7 hours**

Prerequisite: BIOL 106, FDNT 125, NRSG 105.

A course designed to provide nursing students with the theory and practice of nursing in dealing with selected basic needs of persons in the various developmental stages. This includes promoting physical, psychosocial, and spiritual health, intervening in illness, and assisting in rehabilitation. (Five hours Medical-Surgical; two hours Mental Health.) (Lab/transportation fee of \$20.)

### **NRSG 215. Basic Nursing III: Parent-Child**

**3 hours**

Prerequisite: PSYC 126, NRSG 116.

A course designed to provide nursing students with the theory and practice of family-centered care of children during health and illness. (Lab/transportation fee of \$20.)

### **NRSG 216. Basic Nursing IV: Mental Health, Parent-Infant, & Medical-Surgical**

**8 hours**

Prerequisite: PSYC 127, NRSG 116. Co-requisite: BIOL 105.

A course designed to provide nursing students with the theory and practice of nursing in continuing to deal with selected basic needs of persons throughout the life-span. This includes promoting physical, psychosocial, and spiritual health, intervening in illness and assisting in rehabilitation. (Two hours Medical-Surgical; four hours Parent-Infant; and two hours Mental Health.) (Lab/transportation fee of \$20.)

### **NRSG 217. Basic Nursing V: Medical-Surgical**

**8 hours**

Prerequisite: BIOL 105, NRSG 216. Co-requisite: BIOL 125.

A course designed to provide nursing students with the theory and practice of dealing with complex needs of persons who have problems of a medical or surgical nature. The student will be introduced to leadership concepts. (Lab/transportation fee of \$20.)

### **NRSG 219. Trends**

**1 hour**

Prerequisite: NRSG 216.

A course designed to assist the student in recognizing the impact which historical events and current trends have upon the future of nursing. It also includes an orientation to the problems and responsibilities of the registered nurse as an individual practitioner.

## **MINIMUM REQUIREMENTS FOR ADMISSION TO JUNIOR STANDING**

Each Applicant must meet minimum requirements for admission to the Division of Nursing (see page 119).



## 1. State Board Licensure:

Applicants to be considered for admission to Junior standing in Nursing must either have a current license to practice as a registered nurse in the U.S. or, if a new graduate or foreign student, must be eligible to sit for state boards and do so at the first test period following completion of requirements for state boards. Failure to pass state board examinations on first sitting will result in placing the student on probation. A second failure will result in termination of the student from the program.

## 2. Validating Examinations:

All students entering the junior year will take both theory and clinical validating examinations.

## 3. Experience:

### A. Student who has graduated in the last five years prior to application.

1. Satisfactory clinical performance and character references are required from basic nursing program.
2. Satisfactory work performance and character references are required from employer(s). Students who have graduated within the previous year will be exempt from the work requirement.
3. The student must perform satisfactorily in first clinical nursing course.

### B. Student who has graduated more than five years prior to application.

1. Minimum of one year satisfactory work experience in nursing for each five years since graduation and one year must be in the last five years.
2. Preference will be given to a person with:
  - a. Current work experience in nursing.
  - b. Versatility in nursing.
  - c. Expertise in nursing.
3. Satisfactory work performance and character references are required from employer(s).

## 4. Nursing Credit:

### A. Associate Degree Graduate.

Graduates of a state approved associate degree nursing program will have met nursing requirements for the first two years of the program.

### B. Diploma Graduate.

Nursing credits will be evaluated on an individual basis. A maximum of thirty-one semester hours credit may be given which

## NURSING

is equal to the requirements of the first two years of nursing at Southern Missionary College.

### 5. General Education and Cognates:

#### A. Associate Degree.

Graduates of a state approved associate degree nursing program will have met general education requirements for the first two years of the program and will be admitted to junior standing.

#### B. Diploma Graduate.

1. Credit is acceptable if received from an accredited senior or junior college, or by examination according to the policy stated in the bulletin.
2. All cognates for the first two years must be completed before entering junior nursing courses. General education requirements may be taken concurrently.

## CURRICULUM (Third and Fourth Years)

All hour values are in semester hours.

Number of hours required:

Nursing 35

Behavioral Science 6

Natural Sciences 6

General Education 15

### Sample Sequence

#### Third Year

		1st Sem	2nd Sem
NRSG 395	Nursing Research	4	
NRSG 327	Nursing Assessment	4	
CHEM 201	Selected Concepts in Biochem	3	
CHEM 202	Selected Concepts in Biochem		3
PSYC 344	Personnel Administration	3	
RELP 373	Christian Ethics	3	
NRSG 335	Community Health		8
NRSG 325	Advanced Physiology		4
		17	15

#### Fourth Year

		1st Sem	2nd Sem
NRSG 425	Advanced Nursing Concepts	5*	
NRSG	Nursing Elective	10*	
	Elective (Man's Culture)		6
	Religion		3
	Elective (General)		3
PSYC	Elective (Man's Environment - Upper Division Behavioral Science)		3
		15	15

\*Offered only on Orlando campus.

**COURSE DESCRIPTIONS:****NRSG 325. Advanced and Pathologic Principles of Human Physiology 4 hours**

Prerequisites and Co-requisites: CHEM 201, 202 completed or equivalents. (May be concurrently enrolled in 202).

A course designed to assist the student to integrate principles of physiology with clinical practice, to correlate physical manifestations with pathologic interferences, and to move toward more independent predictive care of patient/client.

**NRSG 327. Nursing Assessment 4 hours\***

Prerequisite: Junior Standing in Nursing

A course designed to provide opportunities for creativity in the utilization of the expanding role of the clinical practitioner. Enables the student to develop skills in clinical data collection, interpretation, and implementation through history taking, physical examination, health planning, and counseling of the patient/client. (Lab/transportation fee of \$10.)

**NRSG 335. Community Health 8 hours\***

Prerequisites: Nursing Assessment, NRSG 327.

A course which includes concepts and practice of the nursing process with emphasis on moving individuals, families and communities toward their optimal level of functioning on the illness-wellness continuum. This course combines community health and mental health concepts. (Lab/transportation fee of \$10.)

**NRSG 395. Nursing Research 4 hours**

Prerequisites: Junior Standing in Nursing

Scientific methods of inquiry applied to nursing problems and including framework for practice, principles of data treatment and analysis. The student plans a mini-research project. The course is designed to give the student the concepts, methods and tools for intelligent participation in and use of research and evaluation.

**NRSG 425. Advanced Nursing Concepts 5 hours\***

Prerequisites: NRSG 325, 327, and 335.

A course designed to integrate and utilize the major concepts of our philosophy of nursing emphasizing the promotion of high level wellness "having being." Focus will be placed on the following three concepts: temperance, interdependence, and agape. These concepts will be applied to the five major clinical areas of nursing practice.

**GENERIC SENIOR BACCALAUREATE STUDENTS (Old Program)**

The present baccalaureate senior nursing students will continue with the requirements from the CATALOG under which they entered.

**COURSE DESCRIPTIONS OF REMAINING NURSING COURSES:****NRSG 415. Community Health Nursing 7 hours\***

A course which includes concepts and practice of nursing intervention measures with emphasis on family and community health. (Lab/transportation fee of \$10.)

## OFFICE ADMINISTRATION

### **NRSG 416. Mental Health Nursing**

**5 hours\***

Prerequisite: Completion of NRSG 315, 316 and 317, 318.

A course which includes concepts and practice of nursing intervention for individuals and families who have experienced extreme emotional responses. (Lab/transportation fee of \$10.)

### **NRSG 495. Independent Study**

**1-3 hours**

Prerequisite: Approval of departmental chairman.

Individual study in a field chosen in consultation with the instructor.

### **NRSG 499. Trends and Research in Contemporary Nursing**

**3 hours**

An introduction to research methodology and theory development in nursing. Examination of career choices and expanding goals. Discussion of leadership responsibilities including administrative principles.

## **GENERAL EDUCATION OFFERED BY THE DIVISION OF NURSING**

### **NRSG 204. Family Health**

**3 hours\***

A multi-disciplinary course emphasizing family health and health evangelism, providing instruction and experience in basic home nursing skills giving emphasis to the administration of natural remedies as outlined in the writings of Ellen G. White. (No credit given for nursing majors).

\*Laboratory courses

## OFFICE ADMINISTRATION

Richard Stanley, Joyce Cotham

The courses in this area of study are designed to prepare students for secretarial and office management positions in denominational institutions, as well as in the business world.

All majors must arrange their total program with a teacher in the Office Administration Department and have the program approved by the department.

The student's program will be individualized. Approval will be granted if the program shows evidence of having both balance and diversity, if the program meets the needs of the student professionally, and if all general education and major requirements are fulfilled.

**Major:** Thirty-six hours for the Bachelor of Science degree, including SECR 117, 214, 215, 216, 218. ACCT 121 and CPTR 125 are to be taken as cognate requirements. ACCT 122, ECON 224; 225; and BUAD 337, 338; and PSYC 124 are highly recommended.

A student looking forward to service as a medical secretary should plan to take SECR 316. BIOL 105, and 106 should be taken as partial fulfillment of the general education natural science requirement.

**Minor:** Eighteen hours including six hours of upper division credit.

## **ASSOCIATE OF SCIENCE DEGREE IN OFFICE ADMINISTRATION**

Two-year curriculum in Office Administration: Sixty-four hours are

## OFFICE ADMINISTRATION

required for the Associate of Science Degree in Office Administration including SECR 117, 214, 215, 216, 218 and ACCT 121; ENGL 101:102. No credit will be allowed for SECR 105 if one year of typing has been completed in high school. No credit will be allowed for SECR 115 if two years of credit have been obtained in high school.

A student who wishes medical emphasis in the Associate of Science Degree should plan to take SECR 316 and BIOL 105 and 106.

### CERTIFICATE IN CLERICAL WORK

One-year curriculum: Thirty-two hours are required for the certificate program, including SECR 117, 214, 216, and 218; BUAD 128; ENGL 101:102; Physical Education, one hour; Religion, three hours; and electives sufficient to make a one-year total of 32 hours.

### REQUIREMENTS FOR TEACHING ENDORSEMENT

#### *Secretarial Practice*

ACCT 121	Principles of Accounting .....	3 hours
ECON 224 or ECON 225	Principles of Economics .....	3 hours
SECR 105	Beginning Typewriting .....	2 hours
SECR 115	Intermediate Typewriting .....	2 hours
SECR 214	Advanced Typewriting .....	2 hours
SECR 114	Shorthand II .....	4 hours
SECR 215	Shorthand III .....	5 hours
SECR 117	Office Admin. Procedures (3) .....	3 hours
	Two of the following three areas for a total of .....	6 hours
BUAD 337 or 338	Business Law (3)	
BUAD 128	Introduction to Business (3)	
SECR 315	Business Communications (3)	

TOTAL 30 hours

The student must earn at least 24 semester hours in the subject area of his first teaching field. He may add the following endorsement by meeting the number of hours indicated below.

#### *Business Machines*

ACCT 121	Principles of Accounting .....	3 hours
ECON 224 or 225	Principles of Economics .....	3 hours
SECR 218	Business Machines .....	2 hours
	Business electives .....	4 hours
	Two of the following three areas for a total of .....	6 hours



## OFFICE ADMINISTRATION

BUAD 337 or 338	Business Law (3)	
BUAD 128	Introduction to Business (3)	
SECR 315	Business Communications (3)	
		TOTAL 18 hours

### *Clerical or Office Practice*

ACCT 121	Principles of Accounting .....	3 hours
ECON 224 or 225	Principles of Economics .....	3 hours
SECR 117	Office Admin. Procedures (3) .....	3 hours
	Business elective .....	3 hours
	Two of the following three areas for a total of .....	6 hours
BUAD 337 or 338	Business Law (3)	
BUAD 128	Introduction to Business (3)	
SECR 315	Business Communications (3)	
		TOTAL 18 hours

### *Shorthand*

ACCT 121	Principles of Accounting .....	3 hours
ECON 224 or 225	Principles of Economics .....	3 hours
SECR 114	Shorthand II .....	4 hours
SECR 215	Shorthand III .....	5 hours
	Two of the following three areas for a total of .....	6 hours
BUAD 337 or 338	Business Law (3)	
BUAD 128	Introduction to Business (3)	
SECR 315	Business Communications (3)	
		TOTAL 21 hours

### *Typewriting*

ACCT 121	Principles of Accounting .....	3 hours
ECON 224 or 225	Principles of Economics .....	3 hours
SECR 105	Beginning Typewriting .....	2 hours
SECR 115	Intermediate Typewriting .....	2 hours
SECR 214	Advanced Typewriting .....	2 hours
	Two of the following three areas for a total of .....	6 hours

## OFFICE ADMINISTRATION

BUAD 337 or 338	Business Law (3)	
BUAD 128	Introduction to Business (3)	
SECR 315	Business Communications (3)	
		TOTAL 18 hours

### **SECR 104. Shorthand I (E-1) 4 hours**

This course presents the fundamental principles of Gregg Shorthand, Diamond Jubilee Series, using the individual progress method. Reading and writing of shorthand outlines and longhand transcription are emphasized. Five class periods a week.

### **SECR 105. Beginning Typewriting (E-1) 2 hours**

Five class periods each week. One hour laboratory a week is required. Basic keyboard fundamentals; development of manipulative techniques; development of speed and accuracy on straight copy material and problems; introduction to business letters; simple tabulation. For students with no previous training in typewriting. Students with one year of high school typewriting receive no credit. Thirty-five words a minute for 5 minutes is required.

### **SECR 114. Shorthand II (E-1) 4 hours**

Prerequisites: SECR 115 or equivalent, and SECR 104 or equivalent to one unit of high school shorthand.

A continuation of individual progress instruction in which students progress at their own rates in building shorthand skill. Transcription on the typewriter is introduced with increased emphasis on speed building. Five class periods a week.

### **SECR 115. Intermediate Typewriting (E-1) 2 hours**

Prerequisite: SECR 105 or equivalent.

Three class periods each week. Two hour laboratory a week is required. Continuation of 105; improvement of basic skills; business letter production; tabulated reports; manuscripts; special business forms. Students with two years of high school typewriting receive no credit. Fifty words a minute for 5 minutes is required.

### **SECR 117. Office Administration Procedures (E-1) 4 hours**

Prerequisite: Consent of instructor.

A study of office techniques and procedures used by the clerical and secretarial worker. These include filing systems, duplicating, use of communication services, telephone techniques, and other frequently performed office duties. Appearance, grooming, office etiquette, and human relations are also emphasized. Medical emphasis available. Four class periods a week.

### **SECR 214. Advanced Typewriting (E-1) 2 hours**

Prerequisite: SECR 115 or equivalent.

Three class periods each week. Two hour laboratory a week is required. Preparation of final copy from rough drafts; and typing of financial statements, and simple and complex statistical and similar tables, and direct process duplicators. Sixty words a minute for 5 minutes is required.

## **OFFICE ADMINISTRATION**

### **SECR 215. Shorthand III and Transcription**

**4 hours**

Prerequisites: SECR 114 and 214.

Additional development of shorthand skill with emphasis on the mailable transcript. Includes speed building, with minimum speed requirement at 90 words per minute for 3 minutes with 95% accuracy. Five class periods a week.

### **SECR 216. Word Processing**

**3 hours**

Prerequisite: ENGL 101:102; SECR 115 or the equivalent.

Development of skill in using voice transcribing machines, executive typewriter, and duplicating equipment of master and stencil processes.

### **SECR 218. Business Mathematics and Calculating Machines (E-1)**

**2 hours**

Fundamental fractions, percentage, interest, bank records, insurance and other aspects of mathematics important in business control and the study and use of adding and calculating machines.

### **SECR 315. Business Communications**

**3 hours**

Prerequisite: ENGL 101:102.

A study and application of the modern practices in oral and written business communications. Accuracy in grammar, spelling, and punctuation, and the writing of well-knit sentences and clear paragraphs are taught as a means of effective expression in business-letter writing.

### **SECR 316. Medical Terminology and Transcription**

**4 hours**

Prerequisite: SECR 215 or equivalent.

A study of medical terms—their pronunciation, spelling, and meaning first nine weeks. Second nine weeks spent in transcribing taped medical dictation of reports and case histories.

### **SECR 355. Business and Office Management**

**3 hours**

Major emphasis is placed on application of business management principles to the problems of the businessman and on the organizing of business and secretarial offices. Attention is given to the training of office employees, selection of equipment, and flow of work through the office. Taught in alternate years.

### **SECR 455. The Legal Secretary**

**3 hours**

Emphasis given to terminology and specific duties of a legal secretary. Transcription of taped legal dictation, with emphasis on mailable transcripts of legal documents.

### **SECR 465. Applied Office Practice**

**1-2 hours**

For Office Administration majors and prospective business teachers. This course is based on an activity program which provides practical experience in representative types of office situations. Students wishing emphasis in the medical office area will be placed in a medical organization to receive this experience.

## PHYSICS

### **SECR 485. Secretarial Seminar**

**3 hours**

The practice and discussion of general office procedures. Primary emphasis is on the project or "practicum" method. There are six projects. The student will be exposed to the entire situation in each project and will be asked to develop solutions most appropriate on the job.

### **SECR 495. Problems in Office Administration**

**1-2 hours**

Prerequisite: Open only to seniors majoring in Office Administration.

Problems are assigned according to the experience and interests of the student.

## EDUCATION

### **EDUC 438. Methods of Teaching Business**

**2 hours**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the first semester during the senior year.

## PHYSICS AND COMPUTER SCIENCE

Ray Hefferlin, Henry Kuhlman, Robert McCurdy

Physics bridges the gap between mathematics and logic on one hand, where absolute certainty can be obtained about abstract ideas, and most of human thinking on the other hand, where only tenuous knowledge exists about the solutions to very real and pressing problems. Physics attempts to obtain progressively more precise solutions to clearly defined problems more and more representative of the real world. This attempt includes modeling, simulation and control using numerical, analytical, analog and experimental methods. It not only presents the possibility of a challenging career, but also contributes heavily to the life-experience of non-technical people.

The department is concerned with the preparation of technically-minded students for challenging careers in pure physics or in physics applied to other fields. It is attempting to demonstrate to non-technical students the value of using physics in their areas of interest (PHYS 107, 225, 226 and 227). It is committed to exploring with all students the areas where physics touches on religious and ethical values (PHYS 155, 228 and 315, 317). Throughout it makes extensive use of the excellent digital computer facilities at SMC.

Students planning to do graduate work in computer science should consult with the department head as early as possible to facilitate meeting graduate school entrance requirements. Proper use of PHYS 499 will fulfill requirements.

## PHYSICS

*Major:* Thirty hours for the Bachelor of Arts, including PHYS 213:214, 310, and 315; and CPTR 125, and excluding other courses in Computer Science.

*Major:* Forty hours for the Bachelor of Science, including no more than three hours from courses numbered PHYS 155, 225, 226, 227, 228. CPTR 125 is applicable.

*Minor in Physics:* Eighteen hours, including six hours upper bien-nium. CPTR 125 may be included.

*Minor in Computer Science:* Eighteen hours including CPTR 318 or 319. PHYS 499 is applicable. Permission of the department head should be sought for variations in this minor requirement. This minor is compatible with either major in Physics.

## ASSOCIATE OF SCIENCE DEGREE IN COMPUTER SCIENCE

Two-year curriculum comprising a general core, with election of either a mathematics or business emphasis, plus general education requirements and electives make a total of 64 hours for the degree.

Requirements are as follows: CPTR 125, 219, 318, ACCT 121, MATH 215, SECR 105 (or one year of high school typing or pass a 35 wpm speed test), three hours of electives in Computer Science; (A) Mathematics Emphasis—CPTR 218, MATH 114, 115, five hours of electives in Mathematics at 200 level or above; or (B) Business Emphasis—CPTR 217, ACCT 122, 318, BUAD 334, three hours of electives in Accounting.

## REQUIREMENTS FOR TEACHING ENDORSEMENT

The student must earn at least 24 semester hours in the subject area of his first teaching field. He may add the following endorsement by meeting the number of hours indicated below.

### Physics

PHYS 211:212	General Physics .....	6 hours
	Physics electives .....	8 hours
PHYS 213:214	General Physics Lab .....	2 hours
	<b>TOTAL</b>	<b>16 hours</b>

### General Science

BIOL 155, 156	Foundations of Biology .....	8 hours
	Chemistry and Physics electives .....	8 hours
	<b>TOTAL</b>	<b>16 hours</b>



PHYSICS

**\*PHYS 105. Physical Science (C-1)** **3 hours**  
(See Chemistry Department listings.)

**PHYS 107. Introduction to Physics (C-1)** **3 hours**

A general education course stressing the methods of physics, the application of physics and laboratory work which can be done with simple materials. Laboratories include the use of calculators and the computer to do arithmetic, the estimation of numerical quantities and errors, and the construction of apparatus with which to make observations. Does not apply on major or minor in physics. Two hours lecture, three hours laboratory each week.

**\*PHYS 155. Descriptive Astronomy:  
Creation vs. Evolution (C-1)** **3 hours**

Constellations and eclipses, astronomical instruments, time and the date line and calendars, astronomical objects with their motions and distances, energy processes in stars and quasars and pulsars, black holes, the infinity (?) and expansion (?) of the universe. Cosmology, the formation and subsequent histories of the solar system and the earth, radioactive and radiocarbon age dating. Life on other worlds. Astronomy and the Bible. This course, dealing as it does with the physical aspects of the history of the earth and universe, complements BIOL 325, which deals with the biological aspects. Three hours lecture each week, with the occasional substitution of an observation period.

**PHYS 211:212. General Physics (C-1)** **3,3 hours**

Prerequisite: MATH 114.

A general education course stressing the algebraic and trigonometric treatment of mechanics, heat, sound, light, electricity and magnetism, and "modern physics." Applies on the basic science requirement as a non-laboratory science if taken alone, and as a laboratory science if taken with PHYS 213:214.

**PHYS 213, 214. General Physics Laboratory (C-1)** **1,1 hours**

Prerequisite: Previous or concurrent enrollment in PHYS 211:212.

Laboratory experience designed to illustrate the material in lectures, to familiarize the student with useful measuring apparatus, and to encourage a systematic development of scientific curiosity, caution, and method.

**\*PHYS 217, 218. Extra Hour of General Physics** **1,1 hours**

Prerequisites: Concurrent or previous enrollment in PHYS 211:212; and MATH 217.

One class period per week on advanced problems and derivations based upon General Physics.

**\*PHYS 225. Scientific Basis of Music** **1 hour**

A mini-course on the physical phenomena associated with pitch, timbre, beats, loudness, and duration. Physical properties of musical instruments and musical synthesizers. Tone combinations and vibrato. Design and chance in music. Mathematical involvement will be limited to arithmetic

## PHYSICS

solution of simple equations, some of which will be performed by the computer. Two class periods per week for the first half of the semester.

### **\*PHYS 226. Physics of Art** **1 hour**

Representation in paintings, of perspective, action, weight, space-time, and atoms. Illusions such as in the work of Escher and in the apparent size of the moon at various heights. Various means of producing three-dimensional impressions. Elements of computer art. Two class periods each week for the second half of the semester.

### **\*PHYS 227. Color, Sound, and Force in Interior Design** **1 hour**

Color "addition" and "subtraction." The effects of different lighting. Measurement of lighting. Quality of sound. Echo. Suppression of noise. Measurement of sound and noise. Arches. Mathematics necessary: arithmetic. Two class periods each week for the first half of the semester.

### **\*PHYS 228. Technology and Science in Society** **1 hour**

A general education course stressing the concepts of physics, and their applications to society, without mathematical derivations. "Atomic" weapons and nuclear power, population growth projections, pollution and the environment, mass transportation, computers vs. privacy. The relation of basic research to technology. Ethical responsibilities of the scientist and the public. Two class periods each week scheduled during the second half of the semester.

### **\*PHYS 310. Modern Physics** **3 hours**

Prerequisite: PHYS 211:212; MATH 115.

Continuation and conclusion of PHYS 211:212. Relativity, quanta, atomic structure, nuclear properties and radiations, nuclear power, and wave mechanical calculations in one dimension. This course is designed with the needs of chemistry, biology, mathematics and computer science students in mind. The student will use computer programs for relativistic motion, for nuclear decay, and for atomic wave functions. Three hours lecture each week. Research experience is available in PHYS 499.

### **\*PHYS 313. Physical Optics** **3 hours**

Prerequisites: PHYS 211:212; MATH 217.

Refraction, reflection, interference, and absorption of light are discussed from the standpoint of the ray and especially of the wave theories of light. Laboratory experience is available in PHYS 499.

### **\*PHYS 314. Kinetic Theory** **3 hours**

Prerequisites: PHYS 217, 218; MATH 217.

Many properties of gases, liquids, and solids are derived from the assumption that matter is composed of small particles in motion. Three hours lecture each week.

### **\*PHYS 315, 317. Issues in Physical Science and Religion (C-1)** **3,3 hours**

Prerequisite: One year of high school physics or chemistry or one semester of college physics or chemistry.

Issues in modern physical science including "heat death of the universe," "free will of matter," "annihilation and creation of matter," and the difficulty in visualizing recent models of matter. Evolutionary naturalism as a

very current viewpoint. Axiomatics. These courses apply to the general education requirement for Science and Mathematics, and one semester may apply for Religion. This course may also apply toward a Religion or Physics major or minor. No lab required. Research experience is available in PHYS 499.

**\*PHYS 316. Electronics****4 hours**

Prerequisite: MATH 104, elementary knowledge of electricity.

DC and AC circuits, filters, transducers, solid state devices, power supplies, oscillators, amplifiers, and scientific devices. Designed to be useful to students in the physical sciences and in communications. Two hours lecture and five hours laboratory each week.

**PHYS 410. Analytic Mechanics****3 hours**

Prerequisites: PHYS 310, MATH 315.

The motion of a particle in gravitational and other classical fields is attacked using the techniques of differential equations. The behavior of systems of particles, solids, and liquids are discussed. Special functions, vector theorems, transforms, and tensors are introduced as needed. Students will be expected to write software to display solutions to mechanical systems with numerical and analog computers.

**PHYS 411:412. Electricity and Magnetism****3,3 hours**

Prerequisites: PHYS 310, MATH 315.

Analysis of electrical circuits. Electrostatic and magnetostatic fields, and the motion of charges therein. Maxwell's equations and the consequent prediction of electromagnetic waves. Applications to modern atomic and nuclear theory are stressed. Complex mapping, vector theorems, transforms, and special functions will be used after being introduced or reviewed. Computer programs will be written for special functions and for particle orbits. Laboratory experience is available in PHYS 499.

**\*PHYS 418, 419. Advanced Modern Physics****3,3 hours**

Prerequisites: PHYS 310, MATH 315; Concurrent enrollment in PHYS 410 and 411:412; and MATH 316 and 317.

An advanced treatment of atomic and nuclear physics, elementary particles, wave mechanics, relativity, and other topics on the frontiers of physics. Research experience is available in PHYS 499.

**PHYS 499. Advanced Laboratory, Problems and Research 1-3 hours**

Prerequisite: Consent of instructor.

This course consists of individual or group work adjusted to meet particular needs in Physics or Computer Science. Approval must be secured from the department head prior to registration. May be repeated for credit up to six hours.

**COMPUTER SCIENCE****CPTR 125. Introduction to Computing (E-1)****3 hours**

An introduction to computer usage. Use and application of existing programs selected from many fields of interest. Information storage, editing and retrieval. Basic programming, programs and program structure.

## PHYSICS

### **CPTR 135. Computer Science Topics**

**1 hour**

Topics selected from machine architecture, organization, machine language, special purpose high level languages, trends in computer science; selected current literature and problems. May be repeated up to three hours.

### **CPTR 217. Cobol Programming Language (E-1)**

**3 hours**

Prerequisite: CPTR 125.

Semantics and syntax of Cobol. Emphasis is placed on business problems using the Cobol Language.

### **CPTR 218. Fortran and Algorithmic Languages (E-1)**

**3 hours**

Prerequisite: CPTR 125 or permission of instructor.

Syntax and semantics of arithmetic expressions and statements. Precedence hierarchy of arithmetic operations and relational operators. Global properties of algorithmic languages including scope declarations, storage allocation, grouping of statements, and subroutines. List processing, string manipulation data description, and simulation languages.

### **CPTR 219. Symbolic Assembler Language (E-1)**

**3 hours**

Prerequisite: CPTR 125 or the permission of the instructor.

Computer structure, machine language, instruction execution, addressing techniques, and digital representation of data. Computer systems organization, Symbolic coding and assembly systems and program segmentation and linkage. Systems and utility programs, programming techniques, and recent developments in computing. Several computer projects to illustrate basic machine structure and programming techniques.

### **CPTR 318. Data Structures**

**3 hours**

Prerequisites: CPTR 218 and 219.

Basic concepts of data. Linear lists, strings, arrays, and orthogonal lists. Representation of trees and graphs. Storage systems and structures, and storage allocation and collection. Multilinked structures. Formal specification of data structures, data structures in programming languages, and generalized data management systems.

### **CPTR 319. Systems Programming**

**3 hours**

Prerequisites: CPTR 218 and 219.

Review of batch process systems programs, their components, and operation characteristics. Implementation techniques for parallel processing of input-output and interrupt handling. Overall structure of multiprogramming systems on multiprocessor hardware configurations. Addressing techniques, core management, file system design and management, system accounting, and other user-related services. Traffic control, interprocess communication, design of system modules, and interfaces.

### **CPTR 323. Business Systems Analysis and Design**

**3 hours**

A systematic study of designing and implementing a business system. Preliminary and detailed investigation. Analysis and design of output, input, files, processing and controls. Management approval. Project management, scheduling and control, programming assignments, and specifications. Programming, testing, documentation, implementation, and evaluation.

## EDUCATION

**EDUC 438. Methods of Teaching Physics****2 hours**

Prerequisite: Admission to Teacher Education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the second semester during the senior year.

## RELIGION

Douglas Bennett, Robert Francis, Jerry Gladson, Lorenzo Grant,  
Frank Holbrook, Albert Liersch, Helmut Ott, Ronald Springett,  
Edwin Zackrison\*

The Department of Religion offers two majors to provide for the diversified interests and ambitions of students. A Bachelor of Arts degree in theology serves candidates for the ministry of the Seventh-day Adventist Church, providing the undergraduate academic preparation for the Theological Seminary of Andrews University, Berrien Springs, Michigan. Also, the department offers a Bachelor of Arts degree in Religion for students who may be preparing to serve as a secondary teacher, Bible Instructor, Chaplain's Assistant, residence hall dean in denominational institutions, and those who may be preparing for various other professions, such as medicine, dentistry, and law. All majors must arrange their programs with a teacher in the Religion Department and have that program approved by the department. Each program will be individualized for the student and approval will be granted on the following considerations: first, evidence of a program having both balance and diversity; second, the needs of each student professionally and individually must be considered; and third, all general education and major requirements must be fulfilled.

Beyond these objectives, the department is also endeavoring to help both the major and non-major students develop a personal religious life in commitment and service as well as to enhance their appreciation and understanding of God as Creator and Redeemer. It also seeks to enlarge the student's appreciation and comprehension of the Bible as the infallible rule of faith and practice for the Christian.

*Religion Major:* Thirty hours for the Bachelor of Arts degree in the categories designated Bible and Religion including RELB 335, 336, 425, 426, 445, 446; also RELT 138 and 485. One of the following is also required: RELB 125 or RELT 155 or 225 (155 recommended).

Those interested in secondary teaching will also fulfill the following



## RELIGION

cognate requirements: REL 271:272; 311:312. MUPF 200 and HIST 364, 365 are recommended to fulfill the General Education requirements.

Religion majors who wish to be admitted to the teacher education program must meet the requirements for admission found under the Education Department, page 62 and Methods of Teaching Bible, page 143.

Personal criteria for evaluating those who apply for teacher education may be obtained from the Religion Department.

A student who wishes to be admitted to the theology program in preparation for the ministry must file a formal application to the Department of Religion during the first semester of his sophomore year. All sophomore ministerial students must take a battery of vocational tests before being permitted to continue upper biennium work. The time for the test will be announced by the department. Upper class transfer students must file an application during the first semester in residence. The applicant must have an overall cumulative 2.25 grade point, demonstrate competence in English communication skills, and show evidence of moral, physical, social, intellectual fitness, emotional maturity, and professional commitment.

Only those who receive approval of the Ministerial Recommendations Committee will be admitted into the professional courses. Those professional courses include Homiletics, Personal Evangelism and Pastoral Ministry, and Evangelistic Methods. If at any time after being admitted to the ministerial program a student shows evidence of failing to live up to the criteria listed, he may be dropped from the major. The criteria for admission to the ministerial training program may be obtained from the Religion Department.

During the first week of the second semester of the senior year, all ministerial majors will be required to take a comprehensive written examination embracing the basic principles of Christianity and the Seventh-day Adventist faith. One who fails to perform satisfactorily may be required to do additional personal study, under the direction of the department, in order to meet the approval of the Ministerial Recommendations Committee.

Students preparing to serve as Bible Instructors will take the thirty-hour Religion major. RELP 235 will be a cognate requirement. Greek may be elected in meeting the general education requirement. In place of a minor, a second major is recommended to be worked out in counsel with the chairman of the department. A schedule of recommended courses is available upon application to the Department of Religion.

*Theology Major*—The candidate for the Ministry will take thirty hours in Bible and Religion for the Bachelor of Arts degree including RELB 125; or 155 or 225; 445, 446; 335, 336; 425, 426; RELT 138 and 485. He will also take the following Applied Theology minor:

## RELIGION

### Minor—Applied Theology:

SPCH 317, 415, or 416 .....	3 hours
RELP 321:322 (Homiletics) .....	4 hours
RELP 351, 352 (Pastoral Ministry and Personal Evangelism) .....	3,3 hours
RELP 455 (Evangelistic Methods) .....	2 hours
EDUC 125 (Principles and Organization of Education) .	3 hours

### General Education Cognates: (For Theology Students only.)

Applied Arts (ACCT 121, BUAD 128, or ECON 225) ...	3 hours
MUPF 200 (Ministry of Music) .....	3 hours
ENGL 101:102 (College Composition) .....	6 hours
Foreign Language (RELL 271:272; 311:312) .....	14 hours
Introduction to Public Speaking (SPCH 135) .....	2 hours
Social Science .....	17 hours
15 hours of history, including HIST 174, 175 (Survey of Civilization); 364, 365 (History of the Christian Church); 3 hours History elective; and 3 hours of Behavioral Science from the following: PSYC 124, SOCI 223, or SOCW 375.	

Minor—Religion: Eighteen hours in Bible and Religion including RELB 425 and 426, and Religion 138.

Optional Minors: Due to the arrangement of required subjects for the ministerial student, two additional minors may be easily obtained if desired.

Biblical Language: Eighteen hours from RELL 271:272; 311:312; 413:414; and RELL 471:472.

History Minor (for Religion majors): (See History—Political Science Department section.)

Summer Field Programs: The major program is the evangelism field school conducted under the auspices of the Department and offering 5 hours of credit.

Additional programs for the individual student and student teams may be available by approval of the Department of Religion to requests coming from the conferences of the Southern Union Conference. Satisfactory prior arrangements must be made with the Religion Department.

Details concerning the field school and the associated programs and application forms for the same, are available through the Department of Religion.

## REQUIREMENTS FOR TEACHING ENDORSEMENT IN BIBLE

The student must earn at least 24 semester hours in the subject area

## RELIGION

of his first teaching field. He may add the following endorsement by meeting the number of hours indicated below.

Four of the following seven courses for a total of 12 hours.

RELB 125	Life and Teachings of Jesus (3)
RELB 335, 336	New Testament Epistles (3,3)
RELB 425	Studies in Daniel (3)
RELB 426	Studies in Revelation (3)
RELB 445, 446	Old Testament Studies (3,3)

Note: One only of the following three courses may count toward the general education requirement for religion: RELT 315, 317, or 325.

## BIBLE

### **RELB 125. Life and Teachings of Jesus (A-1) 3 hours**

A study of the life, ministry, and teachings of Jesus with special emphasis upon His teachings as they apply to the personal, social, and religious problems of the individual.

### **RELB 335, 336. New Testament Epistles (A-1) 3,3 hours**

An exegetical study of the New Testament epistles in the order of their composition, including a background survey of the book of Acts.

### **RELB 425. Studies in Daniel (A-1) 3 hours**

Recommended: HIST 174, 175.

A comprehensive study of the book of Daniel and its application for our day, including a survey of its backgrounds and historical setting. Special attention is given to the defense of the book against modern critics.

### **RELB 426. Studies in Revelation (A-1) 3 hours**

Recommended: HIST 174, 175.

A study of the prophecies and symbolism of Revelation with their historical fulfillments and their intimate relationships to the prophecies of the book of Daniel. Some consideration will be given to a study of the history of interpretation of the Apocalypse.

### **RELB 445. Old Testament Studies (A-1) 3 hours**

An introduction to the Pentateuch, historical books, and the Psalms. Attention will be given to the various critical issues connected with the Old Testament books together with their theological themes.

### **RELB 446. Old Testament Studies (A-1) 3 hours**

An introduction to the prophets, the wisdom literature, the Apocrypha and Pseudepigrapha. Attention will be given to the various critical issues connected with the Old Testament books together with their theological themes.

## RELIGION

### **RELT 105. Introduction to Biblical Themes (A-2) 3 hours**

An introductory course in the teachings of the Seventh-day Adventist

Church, especially provided for those students who have come from non-SDA secondary schools or colleges. One of the purposes of this course is to acquaint the student with the Biblical philosophy undergirding the various courses in this college. This course does not apply toward a major.

## **RELT 138. Foundations of the Advent Movement (A-2) 3 hours**

A study of the world-wide advent emphasis of the early nineteenth century and the subsequent development of the Seventh-day Adventist Church and faith, and of the contributory role played by the spiritual gift of prophecy in its development.

## **RELT 155. Adventist Beliefs (A-2) 3 hours**

An investigation of the Biblical teachings held by the Seventh-day Adventist Church. This course will involve a thorough study of the major teachings with a view to enhancing the student's understanding and ability to provide Biblical support for his faith. This course is not open to those who have taken RELT 105.

## **RELT 225. Studies in Last-Day Events (A-2) 3 hours**

The purpose of this course is to alert the student to a wealth of prophetic material which describes the final events of earth, and to help the student better understand the character of God, and man's role in the closing events.

## **RELT 226. Sanctuary and Atonement 3 hours**

The study of the underlying principles of the plan of salvation as revealed in the sanctuary services of the Old Testament.

## **RELT 315, 317. Issues in Physical Science and Religion (A-2) 3,3 hours**

(See Physics and Computer Science Department listings.)

## **RELT 325. Philosophy of Natural Science and Religion (C-1) 3 hours**

(See Biology Department listings.)

## **RELT 367. Philosophy of Religion (A-2) 3 hours**

A study of the basic concepts of religion from a philosophical viewpoint. Attention will be given to such major questions as religious experience, reason and faith, theism and atheism, religious language, and the problem of evil. Taught during alternate years.

## **RELT 368. Comparative Religions (A-2) 3 hours**

Theological study of the major Christian and non-Christian religions of the world, including a survey of the history and the distinctive characteristics of each. Taught during alternate years.

## **RELT 485. Christian Theology 3 hours**

An introduction into Systematic Theology dealing with current theological issues. Required for all religion majors.

## **RELT 495. Directed Study 1-2 hours**

The subject will be selected by the Religion Department and published in the class schedule. The course will be conducted as a seminar where possible; otherwise, by independent study.

## RELIGION

### APPLIED THEOLOGY

#### **REL 235. Christian Witnessing (A-2)**

**3 hours**

Prerequisite: RELT 155 recommended.

The nature and methods of witnessing are considered in this course. Methods of personal evangelism are studied, including the art of presenting Bible studies. An investigation of certain militant churches will be evaluated, and some difficult Biblical passages will be examined. Field work required. This course may be fulfilled in a summer externship program when satisfactory arrangements have previously been made with the Religion Department. Not to be taken by Theology majors. This course may apply in fulfilling Religion requirements, but not for the Religion major.

#### **REL 251. Personal Evangelism**

**3 hours**

The methods and principles of giving Bible studies will be considered. Field work with the churches will be required. This course may also be taken in connection with the summer Field School of Evangelism or may be fulfilled in a summer externship program when acceptable arrangements have previously been made with the Religion Department.

#### **REL 305. Positive Way Leadership (A-2)**

**3 hours**

Prerequisite: Teaching experience in the Positive Way Christian Life Seminar.

This course speaks to particular problems of spirituality in the Seventh-day Adventist Church and their proposed solution through the use of the Positive Way Seminar. A study of the practical application of the doctrine of salvation by faith will create the substantial background for the ideals presented in this class. From there the student will be led into an actual institution and teaching of salvation principles to others successfully within the scope of the Positive Way methods.

#### **REL 321:322. Homiletics**

**2,2 hours**

Prerequisites: SPCH 135 and SPCH 317, 415 or 416.

Training in the preparation and presentation of the various types of sermons the Christian worker or preacher is called upon to give. One hour lecture and two hours laboratory each week. Three field trips required.

#### **REL 352. Pastoral Ministry**

**3 hours**

A study of the pastor's role in relation to the conference, the local congregation, and the community. Attention will be given to an analysis of the various departments in the church and to a study of methods of operating the church and its departments most efficiently. Field work with the churches will be required.

#### **REL 373. Christian Ethics (A-2 for baccalaureate degree)**

**3 hours**

An introductory course in the study of ethical methodology. This course surveys a number of approaches to discovering and implementing an ethical norm. These norms are applied to current personal and social issues relevant to the student.

#### **REL 455. Evangelistic Methods**

**2 hours**

A study of the principles employed in conducting public evangelistic meetings. The student will learn how to plan, develop, and conduct an evangelistic series. This course is available also in connection with the Summer Field



## RELIGION

School of Evangelism, and may also be fulfilled in an externship program when satisfactory arrangements have previously been made with the Religion Department.

### BIBLICAL LANGUAGE

**RELL 271:272. Elements of New Testament Greek (B-3) 4,4 hours**

A study of the grammar and syntax of the vernacular koine Greek of New Testament times, with readings in the Epistles of John. Laboratory work required.

**RELL 311:312. Intermediate New Testament Greek (B-3) 3,3 hours**

A course in advanced studies, grammar and syntax of koine Greek with translation of readings from the Gospel of John, the Synoptics and the Pauline Epistles.

**RELL 413:414. Greek Exegesis 2,2 hours**

Prerequisite: RELL 311:312.

A course in exegesis of selected passages from the Synoptic Gospels, Pauline and General Epistles, based on a grammatical and syntactical analysis of the original text with an introduction to textual criticism.

**RELL 471:472. Biblical Hebrew 6 hours**

A foundation course in the study of Biblical Hebrew with an emphasis on reading skills. There will be three class sessions each week and a one-hour lab.

### EDUCATION

**EDUC 438. Methods of Teaching Bible 2 hours**

Prerequisite: The completion of two years of Greek and admission to teacher education.

Attention is given to methods and materials of instruction, planning, testing, and evaluating student performances, the survey and evaluation of textbooks. Four lectures each week of the first half of the second semester during the senior year.

# NON-DEPARTMENTAL COURSES

## AVIATION

<b>AVIA 101. Aviation Fundamentals I (E-1)</b>	<b>2 hours</b>
<b>AVIA 102. Flight Training I (E-1)</b>	<b>1 hour</b>
<b>AVIA 103. Aviation Fundamentals II</b>	<b>2 hours</b>
<b>AVIA 104. Flight Training II</b>	<b>1 hour</b>

## GARDENING

<b>AGRI 105. Science of Gardening (E-1)</b>	<b>3 hours</b>
Scientific principles of plant growth with emphasis on food crops. Various aspects of gardening culture emphasized are requirements for plant growth, soil building, crop nutrition, identification, and control of diseases and insects, and plant propagation. Two hours lecture and three hours laboratory. May count as partial fulfillment of the general education science requirement for Early Childhood and Elementary Education only.	

## HUMANITIES

<b>HMNT 205. Western Man Through the Arts (B-4)</b>	<b>4 hours</b>
An integrated study of Art, Literature, and Music as related to man's concern and aspirations.	

## READING

<b>RDNG 206. Reading Improvement</b>	<b>2 hours</b>
Prerequisite: Reading Techniques or permission of instructor. A course designed to teach students how to comprehend material at rapid reading rates. The goal is to triple reading rate and improve comprehension.	

## SELF-SUPPORTING WORK

<b>OCED 204. Principles of Self-Supporting Work</b>	<b>2 hours</b>
The objectives of this course are to set forth principles from the Spirit of Prophecy; review the history and the successes and failures of self-supporting institutions; study plans and methods of operation and set before the student the needs and call for active involvement as lay members to help finish the work of the church.	

# PRE-PROFESSIONAL CURRICULA

Pre-professional and pre-technical curricula are offered in a wide variety of fields. Below are listed the curricula most frequently chosen. If other pre-professional programs are desired, faculty advisers are prepared to assist the student in working out a satisfactory sequence of courses needed to meet the admission requirements of the chosen professional school.

## DENTISTRY

Advisors: H. H. Kuhlman, Mitchell Thiel

Although preference will be given to students with a broad academic experience, a minimum of two years of college work is required for admission to schools of dentistry. Students seeking admission to the Loma Linda School of Dentistry would do well to consider the advantages of a four-year degree program. A minimum grade point average of 2.5 (C=2.00) should be maintained in both science and non-science courses. The following courses must be included to meet the minimum requirements for admission to the Loma Linda University School of Dentistry:

BIOL 155, 156 .....	8 hours
CHEM 151:152, 311:312, 313:314 .....	16 hours
ENGL 101:102 .....	6 hours
INDS 174 (strongly recommended) .....	4 hours
MATH 114 .....	4 hours
PHYS 211:212, 213:214 .....	8 hours
Physical Education .....	1 hour
Religion .....	9 hours
Electives .....	8 hours

## DENTAL HYGIENE

Advisors: H. H. Kuhlman, Mitchell Thiel

A career as a dental hygienist is of special significance to young women desiring employment as dental assistants. Students planning to take the Dental Hygiene program at Loma Linda University must take the Dental Hygiene Aptitude Test no later than the fall of the year before entry to Loma Linda is desired, and should take two years of college work (64 semester hours) including the following courses:

BIOL 125; 155, 156 .....	11 hours
CHEM 101, 102 .....	6 hours

## PRE-PROFESSIONAL CURRICULA

ENGL 101:102 .....	6 hours
*Humanities .....	10 hours
Religion .....	6 hours
Social Science (select three areas from: history, psychology, sociology, anthropology, economics) .....	12 hours
Speech .....	2 hours
Electives to make a total of 64 hours, selected from anthropology, fine arts, foreign language, history, literature, mathematics, psychology, religion, science, sociology, speech.	

## DIETETICS

Advisors: Thelma Cushman

The student preparing for a career in dietetics must complete two years of college work prior to admission to the Loma Linda University School of Allied Health Professions. The Bachelor of Science degree is conferred by Loma Linda University upon completion of two additional years of professional training. The following pre-professional courses must be included in the student's academic program.

PSYC 124, SOCI 125 .....	6 hours
BIOL 106, 125 .....	6 hours
ACCT 121, ECON 225 .....	6 hours
CHEM 101:102 .....	6 hours
ENGL 101:102 .....	6 hours
HIST 174 .....	3 hours
Literature, Fine Arts, or Foreign Language .....	3 hours
MATH 114 .....	3 hours
FDNT 124, 125, 127, 317 .....	9 hours
Physical Education (two activity courses) .....	2 hours
Religion .....	9 hours
Speech .....	2 hours
Electives (in consultation with advisor) .....	3 hours

## ENGINEERING

Advisor: Norman Peek

Walla Walla College has established an affiliation in engineering with SMC whereby up to two years of the engineering program may be taken on the SMC campus and the remaining two years at Walla Walla. This

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\* Selection of two from: fine arts, foreign language, literature, philosophy; not more than two hours in applied music, drawing, painting, etc.

## PRE-PROFESSIONAL CURRICULA

program is fully accredited with the Engineers Council for Professional Development, and offers emphasis in one of three areas: Mechanical, Electrical, and Civil. The engineering enrollment at WWC has been over one hundred for several years, with about twenty graduating annually. In order to complete this program at WWC without loss of time, the following courses should be completed during the first two years at SMC with a minimum GPA of 2.25:

Humanities/Social Studies .....	4-6 hours
Physical Education .....	2 hours
Religion or Bible .....	8-9 hours
ENGL 101:102 .....	6 hours
INDS 149 .....	4 hours
MATH 114, 115, 215, 217, 319 .....	18 hours
CHEM 151:152 .....	8 hours
CPTR .....	4 hours
PHYS 211:212; 213:214; 217, 218, 316 .....	14 hours

## LAW

Advisor: Jan Rushing

The student interested in the study of law as a profession should become acquainted with the entrance requirements of various law schools. A free copy of the brochure entitled "Law School Admission Test" may be secured by writing to the Educational Testing Service, Box 944, Princeton, New Jersey 08540. This will make possible the planning of a pre-professional program which will qualify the student for admission to several schools. Although admission is granted by some schools to gifted students after three years of college, it is wise to plan a degree program with a major and minor preference in business administration (including accounting), economics, social science, mathematics or English. Certain courses recommended by all institutions include: American history, freshman composition, principles of economics, American government, creative writing, principles of accounting, English history, business law, speech, and mathematics.

The student is advised to obtain the booklet "Law Schools and Bar Admission Requirements" published by the Section of Legal Education and Admissions to the Bar, American Bar Association, 1155 East 60th Street, Chicago, Illinois 60637, which provides information concerning the desired pre-professional backgrounds.

## MEDICAL RECORDS ADMINISTRATION

Advisor: Richard Stanley

Students who desire to obtain a Bachelor of Science degree in Medical



**PRE-PROFESSIONAL CURRICULA**

Records Librarianship should complete two years of general education course work at Southern Missionary College and then proceed to Loma Linda University to concentrate on Medical Records Administration subjects during the junior and senior years. The pre-professional curriculum should include the following courses:

BIOL 105, 106 .....	6 hours
ENGL 101:102 .....	6 hours
Humanities (Select at least two fields: fine arts, foreign language, HMNT 205, literature, philosophy, and speech) .....	12 hours
Religion .....	9 hours
SECR 118, 315 .....	7 hours
Social Science: (SYC 124. Select from: anthropology, economics, geography, history, or sociology) .....	12 hours
Typing (college credit or typing proficiency of 50 wpm for 10 minutes).	
Electives sufficient to make a total of 64 hours.	

In addition to the above, the applicant must complete the Allied Health Professions Admission Test.

**MEDICINE**

Advisors: H. H. Kuhlman, Mitchell Thiel

Medical colleges, as a rule, require the completion of academic requirements for a baccalaureate degree. Along with the completion of stated admission requirements, a broad college program of liberal education is preferred to give balance to professional studies and later service.

Applicants for admission to the Loma Linda University School of Medicine are expected to maintain a grade point average of at least 3.00 (B) in both science and non-science courses. The following courses must be included in the applicant's academic program. Additional classes in biology and chemistry are recommended.

BIOL 155, 156 .....	8 hours
CHEM 151:152, 311:312, 313:314 .....	16 hours
ENGL 101:102 .....	6 hours
MATH 114, 115 .....	8 hours
PHYS 211:212, 213:214 .....	8 hours
Religion .....	12 hours

## PRE-PROFESSIONAL CURRICULA

### OCCUPATIONAL THERAPY

Advisor: David Steen

Two years of college work are required for admission to the Loma Linda University School of Occupational Therapy. The Bachelor of Science degree is conferred by Loma Linda University upon completion of two additional years of professional training. The pre-professional curriculum should include the following courses:

Behavioral Science (including PSYC 124, 126 and SOCI 125 .....	8 hours
BIOL 105, 106, 125 .....	9 hours
CHEM 101:102 or PHYS 211:212, 213:214 .....	6-8 hours
ENGL 101:102 .....	6 hours
Humanities (Speech, crafts, ceramics, and one of the following: fine arts, foreign language, HMNT 205, literature, philosophy) .....	8 hours
Physical Education .....	2 hours
Religion .....	9 hours
Electives to bring total to 64 hours (art and behavioral science recommended)	

The Allied Health Professions Admission Test is required.

Information concerning occupational therapy opportunities, etc., may be obtained by writing the American Occupational Therapy Association, 250 West 57th Street, New York City, New York 10019.

### OPTOMETRY

Advisor: Ray Hefferlin

The requirements for admission to the schools and colleges of optometry vary. However, in all schools emphasis is placed on mathematics, physics, chemistry, biology, or zoology. Some schools require additional courses, such as psychology, social sciences, literature, philosophy and foreign language.

The minimum of two years of preoptometric study may be pursued on this campus.

For further information on a career in optometry, and for assistance in planning a course of study in preoptometry, make inquiry at the office of Dr. Ray Hefferlin.

Direct individual inquiries are welcomed by the American Optometric Association, Division of Education and Manpower, 7000 Chippewa Street, St. Louis, Missouri 63119.

BIOL 125 and 155, 156 .....	11 hours
CHEM 151:152 .....	8 hours

## PRE-PROFESSIONAL CURRICULA

ENGL 101:102 .....	6 hours
MATH 114 .....	4 hours
PHYS 211:212, 213:214 .....	8 hours
PSYC 124 .....	3 hours
Religion .....	8 hours
Elective (should include courses in social science, literature, speech, fine arts, and additional hours in mathematics and biology). ....	14 hours

## OSTEOPATHIC MEDICINE

Advisors: H. H. Kuhlman, Mitchell Thiel

Over the past several years numerous graduates of Seventh-day Adventist undergraduate colleges have attended the Kansas City College of Osteopathy and Surgery in full religious harmony, and now serve as physicians in local conference and foreign missions. The requirements for admission are:

Baccalaureate degree

Minimum of 2.4 (B-C) average

M.C.A.T. and M.M.P.I. test results

Chemistry (General, Qualitative, Organic) 13-18 hours

Biology (Zoology, Embryology) 8 hours

Physics, 8 hours

English, 8 hours

Electives as needed to complete the degree. Genetics, Statistics and Physical Chemistry will prove helpful if your program permits.

For detailed requirements and a college catalog write to 2105 Independence Avenue, Kansas City, Missouri 64124. For denominational information write to the Secretary-Treasurer of the National Association of Seventh-day Adventist Osteopathic Physicians (NASDAO), 8410 Willow Way, Raytown, Missouri 64138 or your Local, Union, or General Conference Medical Secretary.

## PHYSICAL THERAPY

Advisor: David Steen

Two years of college work is required for admission to the Loma Linda University School of Physical Therapy. After the completion of two additional years of professional training, the Bachelor of Science degree is conferred by Loma Linda University. The following courses should be included in the pre-physical therapy curriculum to qualify for admission to L.L.U. Students not having had high school physics must enroll in college physical science.

## PRE-PROFESSIONAL CURRICULA

PSYC 124, 126 and SOCI 125 .....	8 hours
BIOL 125, 155, 156 .....	11 hours
CHEM 101:102 .....	6 hours
ENGL 101:102 .....	6 hours
Humanities (include at least two areas: speech highly recommended, fine arts, foreign language, HMNT 205, literature, philosophy) .....	8 hours
Physical Education .....	2 hours
Religion .....	9 hours
Electives sufficient to make a total of 64 hours.	

(If the student has taken no high school physics, he will need one semester of college physics with lab.)

The Allied Health Professions Admission Test is required.

## PUBLIC HEALTH SCIENCE

Advisor: Christene Perkins

Today there is an increasing demand for programs that promote health and that prevent disease as well as treat it.

Two major factors influencing this demand are (a) an effort to slow down or decrease the rising costs of medical care and (b) emphasis on improving the quality of life.

The undergraduate program in public health science at Loma Linda University provides an opportunity to emphasize the prevention of illness and the promotion of health. The first two years of the program are offered at SMC after which the student transfers to Loma Linda to complete the work to receive the bachelor's degree in public health science. The following courses should be included in the pre-public health science curriculum to qualify for admission to LLU. Students not having had high school physics must enroll in college physics.

ENGL 101:102 .....	6 hours
Humanities (speech, and select two areas from fine arts, foreign language, literature, philosophy) .....	8 hours
BIOL 105, 106 or 155, 156 .....	6 hours
CHEM 101:102 .....	6 hours
MATH 114 .....	4 hours
Social Science: PSYC 124, SOCI 125, ECON 225 .....	9 hours
Religion .....	9 hours
FDNT 125 .....	3 hours
Electives sufficient to make a total of 64 hours.	

In addition to the above, the applicant must complete the Allied Health Professions Admission Test.

**PRE-PROFESSIONAL CURRICULA**

**VETERINARY MEDICINE**

Advisor: Edgar Grundset

Since admission requirements vary, the student should obtain a list of the accredited veterinary colleges by writing to American Veterinary Medical Association, 600 South Michigan Avenue, Chicago, Illinois 60605.

As a rule, most schools of veterinary medicine require two years of college work. Upon completion of four additional years of professional study, the student should be eligible for the Doctor of Veterinary Medicine. The student is advised to acquaint himself with the entrance requirements of the professional school of his choice.

**X-RAY TECHNOLOGY**

Advisor: Henry Kuhlman

The Loma Linda University School of X-ray Technology requires the following hours of college work for admission:

PSYC 124 or SOCI 125 .....	3 hours
BIOL 105, 106 .....	6 hours
CHEM 101:102 .....	6 hours
ENGL 101:102 .....	6 hours
MATH 105 (recommended) .....	3 hours
PHYS 107 (if no high school physics) .....	3 hours
Religion .....	3 hours
Electives .....	2 hours

The Allied Health Professions Admission Test is required.

A list of approved schools of X-ray technicians may be obtained by writing to the American Society of X-ray Technicians, 16 Fourteenth Street, Fond du Lac, Wisconsin 54935.



# **SOUTHERN MISSIONARY COLLEGE**

## **Student Financial Information**

**1977-78**

Planning for college requires careful consideration of the necessary financial responsibilities. Education costs increase each year, and Southern Missionary College has not been exempt from these rising costs.

Southern Missionary College has made a large investment in vocational and auxiliary enterprises, thus making it possible for students to work and defray a substantial portion of their school expenses.

### **FINANCIAL BUDGET AND CAMPUS EMPLOYMENT**

Each student must submit to the college, with an application and before registration, on the form provided by the college, a plan for financing college expenses.

The Director of Student Finance will make an effort to assist the student in finding work on campus to the extent called for in the student's budget. The college has part-time jobs available, thus making it possible for students with limited financial assistance to work and defray a portion of their school expenses. It is the individual student's responsibility to make a personal effort to secure employment and prove that he or she can render valuable service on the job as well as arrange a class schedule that is compatible with a work program. When such employment is arranged with the work superintendent, the student must obtain a final labor assignment from the Director of Student Finance. A copy will be given to the accounting office-payroll section verifying job placement.

Community students are considered to be on a cash basis, and it is understood that the college give students living in residence halls preference in the assignment of work opportunities on campus.

If the student budget calls for financial aid in the form of loans or scholarships, the student should contact the Director of Student Finance, Post Office Box 370, Collegedale, Tennessee 37315. Applications for financial aid should be completed no later than six weeks prior to registration. See *Financial Aid* portion in this section.

## FINANCIAL INFORMATION

### STUDENT COSTS

Tuition:

*Regular.* \$89 per semester hour for all course work taken. Example: Full load (15 semester hours of classwork) \$1335.00 per semester or \$2670 for both semesters.

*Family rebate.* When two students from the same immediate family are in attendance at SMC each taking eight semester hours or more and having the same financial sponsor, a tuition rebate of 5% will be applied to each statement. A 10% rebate will be applied when three or more students have the same financial sponsor and are taking eight or more semester hours each.

*Music.* One semester hour of private music instruction consists of 14 one-half-hour lessons. Classes of three or more students may be arranged. All persons who wish to take music must enroll at the Admissions Office. Enrollment for all music instruction must be for a full semester whether or not credit is desired. Students taking music for non-credit in addition to the regular tuition will pay only a \$5.00 registration fee. Refunds will be granted only when the instructor is not available for lessons.

*Refund Policy.* A student may drop all classes within one week after registration with a \$75 tuition charge. After the first week a student dropping all classes will have the tuition refunded on a 16-week prorated basis. Refunds will be calculated according to the official date of completed drop voucher and the return of the student's ID card to the Student Finance Office.

During the first week following registration, students may make necessary changes in their class programs without charge. A fee of \$5 will be assessed for each change in the course program after the first week following registration. No reduction in tuition charges will be made for program changes made after three weeks following registration.

### SPECIAL FEES

The following special fees and charges are assessed separately inasmuch as they may not apply to all students nor do they occur regularly:

Application for admission (not refundable) .....	\$10.00
Late application for admission (not refundable) .....	15.00
Automobile parking fee (per semester) .....	15.00
Change of Program .....	5.00
Late Registration .....	15.00
Nursing clinical transportation fee .....	20.00
Re-registration fee (must be cash) .....	25.00

## FINANCIAL INFORMATION

Credit by examination . . . . .	25.00
Special examination for course waiver . . . . .	5.00
Transcript . . . . .	2.00
Graduation in absentia . . . . .	25.00
Late return of organizational uniform . . . . .	5.00
(The full cost will be charged if irreparably damaged or not returned.)	

## MISCELLANEOUS CHARGES

The following items may be charged to the student's account upon request:

- Books and class required school supplies
- Approved uniforms for physical education classes and recreation.
- Subscriptions to professional journals as required by departments of instruction.
- Nursing uniforms costing approximately \$50 but not including capes or other non-required garments.
- Membership dues for professional clubs of the following departments of instruction: Nursing (T.A.S.N.), Education (S.E.A.), and Music (M.E.N.C.)
- General purchase coupons—redeemable at Village Market, Campus Shop, Southern Mercantile, or Beauty Shop—one \$10 book per month.

## HOUSING

*Residence Halls.* Single students not living with parents are required to reside in one of the college residence halls. These accommodations are rented for the school year and charged on a semester basis in September and January. There are no refunds made for vacation periods or absences from the campus. If students drop classwork they are refunded a prorated portion of the semester charge commencing with the date of non-occupancy of the room. Charges for a room for eight months are:

Thatcher Hall . . . . .	\$540
Talge Hall . . . . .	540
Madison Nurses' Dormitory . . . . .	540
Orlando Nurses' Dormitory . . . . .	540

Rates include flat laundry service at the College Laundry. (Laundry and dry cleaning in excess of flat laundry will be charged to the student's account at regular published laundry prices.)

Residence Halls room charges also include infirmary care and basic health services provided by the Director of Health Services at the Health Service Center.

## **FINANCIAL INFORMATION**

Room charges are based on two students occupying one room. A student may, upon application to the residence hall dean, be granted the privilege of rooming alone when sufficient rooms are available. The surcharge for this arrangement is \$60 per semester.

*Married Students.* The college has available for rent a number of apartments and mobile homes for married students who take a minimum of eight hours each semester. The apartments range in size from two to six rooms and are mostly unfurnished. Rents range from \$53 to \$150 per month. The mobile homes are two and three bedrooms in size, and are furnished. Rents range from \$93 to \$150 per month. Trailer space is available at \$35 per month in the college mobile home park for married students with their own trailer. The married student is responsible for all moving and parking charges of his or her personal trailer. Storage facilities are available for an additional \$5 per month. Rent charges are based on the date of issue and return of keys and proper clearance with the Business Manager's Office. Married students renting either an apartment or a trailer from the college will be required to pay an advance deposit equal to one month's rent at the time the apartment or trailer is rented. This deposit will be refunded if the apartment is left clean and in proper order and after approval by the Business Manager's Office.

Other apartments owned by private individuals in the Collegedale community may also be available.

## **FOOD SERVICE**

The cafeteria plan of boarding allows the student the privilege of choosing food and paying for what is selected. Board charges for students vary greatly. The College applies a minimum charge of \$40 per month. (Months which have regularly-scheduled vacation periods have minimum requirement adjusted on a prorata basis.) Students are urged to eat healthfully by avoiding between-meal snacks and by eating at the cafeteria or the Campus Kitchen where balanced meals are provided. A student getting a nutritionally adequate diet by eating all meals at the cafeteria should expect to pay approximately \$3.00 per day.

## **LAUNDRY AND DRY CLEANING SERVICE**

Residence Hall room rates include laundry flat work. Dry cleaning and laundry in excess of flat work will be charged at regular laundry prices.

## **ADVANCE PAYMENT**

*Regular:* All students are required to make an advance payment at or before registration. The advance payment for all students registering for five or more semester hours is \$600 for students residing in college housing, \$500 for others. Students who register for less than five semester hours may pay the total tuition charge in advance in lieu of the

## FINANCIAL INFORMATION

advance payment. When a married couple enrolls for a combined total of seventeen semester hours or less of classwork, they will be charged only one advance payment. This advance payment is held until the end of the school year when it is credited to the last monthly statement to help cover expenses for that month.

*Housing:* Dormitory room reservations require a \$50 advance payment. This advance payment may be considered a part of the above-mentioned advance payment of \$600; however, the \$50 advance housing payment must be received by July 1. Prior to July 1, a tentative reservation may be made, but in order to hold the reservation the \$50 advance payment must be made. Requests for reservations after July 1 must be accompanied by the \$50 payment.

Students who register at the college and remain in residence a minimum of thirty days are eligible for advance payment refunds which will be credited to the final statement of the school year. When dormitory rooms are not left in good condition, costs of repairing damage and/or cleaning will be charged to the student's account.

If notice of nonattendance is given to the College at least three weeks before scheduled registration, one-half of the housing advance payment will be refunded. The housing advance payment will not be refunded when less than three weeks notice of nonattendance is given.

*Foreign Students:* Foreign students must remit \$1,000 to the College and submit a written statement verifying financial strength to cover college expenses. An agreement to make payments in accordance with the financial policies of the College is also necessary prior to issuance of an I-20 immigration form.

In addition to the \$1,000 advance payment, which is held in reserve until the student terminates studies at the College, the student must make the regular advance payment required of all students by the date of registration.

*Nursing Students:* Students desiring to enroll in the nursing program are required to send an advance payment of \$50 along with their applications to insure a reservation in the nursing program. This advance payment will be considered a part of the advance payment of \$600 (or \$500 for non-dormitory resident students) necessary for registration. This advance payment will be credited to the last statement of the school year along with all other advance payments as outlined. If a student applies for the nursing program but does not attend the College, the \$50 nursing advance payment will be forfeited.

All advance payments will be refunded to the student's account at the close of the academic year except for the special foreign student advance payment of \$1,000, which is refunded at the termination of the student's stay at the College.



FINANCIAL INFORMATION

ESTIMATED STUDENT BUDGET

Education and housing costs:

	One Semester	Both Semesters
Tuition (15 hours)	\$1335	\$2670
Room Rent	270	540
Food Costs	325	650
Books and Supplies	88	176
Total	\$2018	\$4036

The following are some of the possible resources which can be used to pay college expenses.

Summer Earnings	\$1,000
Part-time Earnings during school year	1,000
Basic Educational Opportunity Grant	1,400 (non-repayable)
Student Loan	700 (no payments due while attending school)
	<u>\$4,100</u>

METHOD OF BILLING

The first statement of the school term will contain the following charges:

- Tuition for one semester (\$89 x no. of hours)
- Room rent for semester (\$270)
- Minimum cafeteria charge for the semester (\$144)
- Cafeteria, actual charge for the month above minimum
- Bookstore, actual charge for the month
- Other, actual charge for the month
- Less Labor Credit for the month
- Less Cash or other credits for the month

Monthly statements will be issued about the 5th day of each calendar month. Cafeteria charges above the monthly minimum rate will be charged through the last day of each month. Accounts are due and payable upon receipt of statement according to the following schedule:

FIRST SEMESTER PAYMENT SCHEDULE

		Past Due Date
September Statement	ONE-THIRD of total balance due upon receipt of statement	October 26
October Statement	ONE-HALF of total balance due	November 26
November Statement	TOTAL BALANCE of statement is due in full BEFORE semester examination permits will be issued.	

## FINANCIAL INFORMATION

Statements not paid by the 26th of the month will be considered PAST DUE unless proper arrangements are made with the Director of Student Finance. Students with unpaid accounts on the 5th of the following month will be subject to cancellation of registration until proper financial arrangements are made.

The above schedule of payment must be maintained since the college budget is based upon 100% collection of student charges.

A student cannot take semester examinations, register for a new semester, or participate as a senior in commencement exercises until the account is current according to the preceding regulations. No transcript will be issued for a student whose account is not paid in full or who is delinquent in payment of student loans.

### SECOND SEMESTER PAYMENT SCHEDULE

The second semester statements and payment schedule will follow the same procedure as the first semester with the exception that the student's advance payment will be applied toward settlement of the final statement.

		Past Due Date
January Statement	ONE-THIRD of total balance due upon receipt of statement	February 26
February Statement	ONE-HALF of Total Balance Due	March 26
March Statement	TOTAL BALANCE of statement is due in full BEFORE semester examination permits will be issued.	

*Deferred Payment of Education Costs.* For students and parents desiring to pay education expenses in 12 or 15 monthly installments, instead of six installments, a deferred payment program is available through Tuition Plan, Inc. and Richard C. Knight Insurance Agency, Inc. Repayment of funds for four years of college may be made over a period of 48 to 72 months. A typical loan of \$1,000 for a school year would require 12 monthly payments of approximately \$89.00.

The deferred payment plans may include insurance on the life of the student's parent, disability insurance on the parent, plus trust administration in the event of the parent's death or disability. Agreements may be written to cover all costs payable to the College over a four-year period in amounts up to \$20,000. Agreements may be cancelled at any time without penalty charge.

Parents desiring further information concerning these deferred payment plans should contact the Director of Student Finance.

### LAUNDRY AND DRY CLEANING SERVICE

Dormitory room rates on the Collegedale campus include laundry flat

## **FINANCIAL INFORMATION**

work. Dry cleaning and laundry in excess of flat work will be charged at regular published laundry prices.

### **MADISON AND ORLANDO CAMPUS EXPENSES— DIVISION OF NURSING**

The Division of Nursing offers part of its program on the Collegedale Campus and part on the Madison, Tennessee, and the Orlando, Florida, Campuses. Charges for tuition and other expenses follow the same schedule as for college work on the Collegedale campus.

### **NURSING STUDENTS' UNIFORMS**

Approximately \$50 will be needed for uniforms and \$15 for cape if cape is desired. The uniforms will be purchased the first semester of the freshman year. The cost of the uniforms only may be charged to the student's account if desired.

### **STUDENT TITHING**

SMC encourages the payment of tithe and church expense by its student workers. In order to facilitate this practice, arrangements may be made by the student (except for those employed at the McKee Baking Co. and in the Federal Work-Study Program) to have ten percent of his school earnings charged to his account as tithe and two percent for church expense. These funds are then transferred by the College to the treasurer of the Collegedale Seventh-day Adventist Church. Tithe on earnings at the McKee Baking Company and from the Federal Work-Study Program may be withdrawn by the student at the College Student Finance Office and paid in cash.

### **BANKING AND CASH WITHDRAWALS**

The accounting office operates a deposit banking service for the convenience of the student. Financial sponsors should provide students with sufficient funds through the banking service to cover the cost of personal items of an incidental nature and travel expenses off campus including vacation periods. Withdrawals may be made by the student in person only as long as there is a credit balance. These deposit accounts are entirely separate from the student's school expense account. Withdrawals from regular expense accounts are discouraged and permitted only under special arrangement with the Director of Student Finance and with the permission of the financial sponsor.

Each student should bring approximately \$75 for books and supplies at the beginning of each semester, if he desires to pay cash for these items.

## STUDENT LABOR REGULATIONS

Believing in the inspired words that "systematic labor should constitute a part of the education of youth," (E. G. White) SMC has made provision that every student enrolled may have the privilege of organizing his educational program on the "work-study" plan. "Jesus the carpenter, and Paul the tent-maker, . . . with the toil of the craftsman linked the highest ministry, human and divine" (E. G. White). The College not only provides a work-study program, but strongly recommends it to each student enrolled.

In order to provide work opportunities to students, industries are operated by the College. The industries must serve their customers daily, necessitating a uniform working force. To continue these industries in operation, students assigned thereto must continue their work schedules to the end of the term. (Preparation for tests should be a day-by-day matter.) Any student who drops his work schedule without making proper arrangements may be suspended from class attendance until proper arrangements are made with the Director of Student Finance. It should be understood that once a student is assigned to work in a given department, he is expected to remain there for the entire school year except in cases where changes are recommended by the school nurse or approved by the College.

Should a student find it necessary to be absent from work, he must make prior arrangements with his work superintendent. In case of illness, he will inform the Health Service.

The Office of Student Finance for the college strives to place students on jobs to the best of its ability. For various reasons the college cannot guarantee work to a student even though his application may have been accepted on a plan calling for an approximate number of hours of work per week. Some students choose class schedules with classes so scattered that a reasonable work program is impossible. Some are physically or emotionally unable to work, others are erratic at meeting work assignments. It is the responsibility of the student to render acceptable service to his employer in order to maintain a job. The department superintendent reserves the right to dismiss the student if his service is unsatisfactory. The student pay rate is not less than student rates set by the government wage-hour law. It may be higher if a student possesses special skills or training.

*Birth Certificates and Work Permits*—Whenever a student seventeen years of age or under is registered, the College issues a Tennessee Employment Certificate. This must be signed and on file at the College before a student may start work.

## FINANCIAL INFORMATION

### LABOR FOR FOREIGN STUDENTS

Foreign students on non-immigrant visas are required by law to secure permission before accepting any off-campus employment. Foreign students with student visas are allowed to work on campus up to 20 hours a week. Wives may work only if they have student visas of their own or have immigrant visas.

### FINANCIAL AID

Southern Missionary College provides financial aid for students through loans, scholarships and employment.

The financial aid program is administered in conjunction with the nationally-established policy and philosophy which is that the parents are the primary and responsible source for helping a student to meet his educational costs. Financial aid is available to help fill the gap between the student's own resources (parental contribution, summer earnings, savings, etc.) and the total cost of attending Southern Missionary College. The amount of parental contribution will be based on the family's financial strength: net income, number of dependents, allowable expenses and indebtedness, and assets. The Family Financial Need Analysis from the American College Testing Program or College Scholarship Service is used in determining a student's eligibility for financial aid.

No applicant will be denied financial aid on the basis of sex, race, color, national origin, or ethnic group. The financial aid office has established procedures and practices which will assure equitable and consistent treatment of all applicants.

Students are urged to apply early for financial assistance. Priority will be given to applicants whose applications are *complete* by April 1. Applications received by the College after April 1 will be processed as long as funds are available.

### FINANCIAL AID APPLICATION PROCEDURES

The following applications must be completed annually for the federal financial aid programs.

1. Basic Educational Opportunity Grant.
2. Family Financial Statement from American College Testing or College Scholarship Service.
3. ACT Institutional Data Sheet or College Scholarship Service Financial Aid Form must be sent to Southern Missionary College.
4. State grant application if applicable.
5. Federally Insured Loan/Guaranteed Student Loan application as required by lender.



### RENEWALS

Financial aid awards are made for one academic year only. Students must reapply each year.

### VETERANS

Southern Missionary College is approved by the Veterans Administration as an accredited training institution. Those who qualify for educational benefits should contact the nearest Veterans Administration office. A certificate of eligibility must be presented before registration is completed.

Veterans or other eligible persons are required to attend classes in order to be eligible for educational benefits. Southern Missionary College is required to report promptly to the V.A. the last day of attendance when an eligible person withdraws or quits attending classes regularly.

A veteran or eligible person may not be certified for any course or subject that does not fulfill requirements for his stated degree and major. Audited courses, non-credit courses (except for a required remedial course), and correspondence work cannot be certified.

Educational benefits will be discontinued when the veteran or eligible person ceases to make satisfactory progress. According to V.A. regulations, a student will be considered to be making unsatisfactory progress under any of the following circumstances:

1. He fails or withdraws from all subjects undertaken (except when there is a showing of extenuating circumstances) when enrolled in two or more subjects.
2. He fails to maintain good and regular academic standing for more than one semester.
3. He does not progress at such a rate as will make it possible for him to graduate within the approved length of the course, based on the training time paid by the V.A.

Benefits may be resumed only after the individual has obtained V.A. counseling and approval.

### SCHOLARSHIPS, GRANTS, AND LOANS

Southern Missionary College participates in the federal government sponsored student aid programs described below with other scholarship and loan funds available. Financial aid awards are made only to students who are accepted for admission, who plan to take at least eight semester hours of classwork, demonstrate financial need, and hold U.S. citizenship or a permanent visa. For complete information and applications write to the Director of Student Finance.

*Supplemental Educational Opportunity Grant*—This program provides assistance to students with exceptional need who would otherwise

## FINANCIAL INFORMATION

be unable to obtain a post secondary education. Students must show evidence of academic or creative promise and be capable of maintaining good standing.

*National Direct Student Loan*—This long-term educational loan carries a 3 percent simple interest rate which does not accrue until the repayment period begins nine months after a student ceases to be enrolled at least half time.

*Nursing Student Loan*—Available to nursing students only, the loan's repayment period and 3 percent simple interest rate begin nine months after a student ceases to carry at least half-time classwork toward a nursing degree. Cancellation up to 85 percent is possible for nursing service in specified circumstances.

*Nursing Scholarship Program*—Limited scholarship funds available for nursing students of academic or creative promise who have exceptional financial need.

*Basic Educational Opportunity Grant*—Grant from \$200 to \$1400 per year are available to eligible students. Applications may be obtained from secondary schools, libraries or student aid office of post secondary institutions.

*Federally Insured Loan*—Under this program, a student may borrow from a bank, credit union, savings and loan institution, or an eligible educational institution.

In order to be eligible, a student must be a citizen of the United States or be in the United States for other than a temporary purpose; be accepted for enrollment or enrolled and in good standing and be carrying at least one-half of the normal full time class load.

Interest on each loan is 7 percent simple interest per year. For students who qualify for interest benefits, this interest is paid to the lender by the federal government on behalf of the student while in school and for the first nine months after the borrower ceases to be a half-time student.

During the repayment period, the student must pay 7 percent simple interest, which is included in the regular payments.

The amount a student may borrow will be determined by the lender. The maximum loan amount cannot exceed \$2500 per academic year. The maximum allowed for undergraduate study is \$7500.

*Federal College Work-Study*—The college Work-Study Program is sponsored by the College and the Federal Government to provide part-time employment to students with financial need. To be eligible, a student must be accepted for enrollment or enrolled on at least a half-time basis and must be capable of maintaining good standing while employed.

*Secondary School Scholarships*—Freshman students who are graduates of a Southern Union academy or residents of the Southern

## FINANCIAL INFORMATION

Union and whose academic rank in secondary school is within the upper 5 percent of their graduating class and who have the recommendation of their faculty may receive a scholarship of \$350 from Southern Missionary College. Recipients must be enrolled for a minimum of 12 semester hours. Contact the Director of Admissions for information.

*Teacher Education Scholarships*—As an aid to young people who possess talents and interest in the field of elementary school teaching, scholarships amounting to \$300 for the junior year and \$600 for the senior year each may be made available by the Southern Union and local conferences of Seventh-day Adventists. For further details write to the Educational Secretary of the local conference in which you reside in the Southern Union. If you reside outside the Southern Union, write to the Superintendent of Education, Southern Union Conference, Box 849, Decatur, Georgia.

*Summer Camp Scholarships*—Students participating in conference-sponsored summer camp programs will receive credit from Southern Missionary College for 33 1/3 percent of the net amount receipted to the student's statement from the conference.

*Doctor Ambrose L. Suhrie Scholarship for Elementary Teachers*—An amount of at least \$250 is available each year to worthy students in training in Elementary Education.

*A. E. Deyo Memorial Scholarships*—Each year the faculty of the Division of Nursing selects a graduating senior student to receive this award of \$50. The student who is selected must have given evidence of good scholastic standing and Christian character and show promise of making a contribution to the Seventh-day Adventist medical work.

*W. B. Calkins Student of the Year Awards*—Each year an award of \$150 is made to an outstanding graduating senior student of nursing and a \$50 award is made to an outstanding junior student of nursing. The selection of the recipients is made by the faculty in cooperation with the student body of the Division of Nursing. The selection is based on quality of nursing care rendered, leadership and citizenship.

*Kate Lindsay Award*—The Loma Linda University Medical and Dental Alumni Auxiliary, Kentucky-Tennessee Chapter, presents an annual award consisting of a framed citation and a gift of cash to a sophomore associate of science degree nursing student. The recipient is selected by the nursing faculty on the basis of scholastic achievement (B average), potential for nursing, demonstration of good citizenship and Christian standards and participation in student functions and professional organizations.

*Grants-in-Aid to Nursing Students*—Seventh-day Adventist hospitals in the Southern Union Conference have funds available for Grants-in-

## FINANCIAL INFORMATION

Aid to students of Nursing in both the Associate degree and the Baccalaureate degree programs. Students who receive this aid will agree to enter nursing service for a definite period of time at the hospital from which the funds are received. Nursing students who are interested should contact the Director of Student Finance at Southern Missionary College.

*O. D. and Anna Ruth McKee Scholarship Fund*—Scholarships are available each year to Sophomore, Junior, and Senior students who have a satisfactory academic standing, are of good character and who show financial need.

*Alvin Christensen Memorial Loan Fund*—This fund of \$300 has been made available by Doctor and Mrs. L. N. Christensen for loan purposes to a college junior or senior majoring in biology or related fields who gives evidence of Christian sincerity, industry, satisfactory scholarship, and financial need. The interest rate of three percent becomes effective one year after the borrower is no longer a student at the College, and the principal with interest is due and payable within three years.

*The Denmark Fund*—This fund has been made available for loans to needy students by physicians interested in assisting young people in gaining a college education. Three percent interest becomes effective when the borrower is no longer a student at the college.

*Alumni Loan Fund*—A revolving fund is maintained by the alumni of the College. Allocations are made to working students in the junior or senior year on the basis of proved need, character, leadership potential, and good scholarship. Loans are usually limited to \$100 per student.

*1969 Alumni Loan Fund*—A revolving fund is maintained by the alumni of 1969. Allocations are made to students in the junior or senior year on the basis of proved need, character, leadership potential, and good scholarship. Loans of up to \$300 for a semester are available. The interest rate of three percent becomes effective when the borrower severs student relationship with the College, and the principal with interest is due and payable within one year thereafter.

*Educational Fund*—Many young people are deprived of the privilege of attending college because of a lack of necessary means. To aid these, an earnest effort has been made to obtain donations for the establishment of an educational fund, from which students worthy of help may borrow money for a reasonable length of time. Faithfulness in refunding these loans will make it possible for the same money to assist other students in school. There have been some gifts, and these have been used to help several young men and women complete their work in this College. But the needs of worthy students have been greater than the funds on hand; consequently, it has been impossible in many instances to render the needed assistance. It has therefore been decided to direct the attention of

## FINANCIAL INFORMATION

patrons and friends of the school to these facts and to invite them to give such means as they may desire to devote to this purpose. The College will be glad to correspond with any who think favorably of this plan, and will continue to use the gifts so that the best results may be obtained.

*Anton Julius Swenson Loan Fund*—\$1,000 a year of a \$15,000 fund plus interest on the remaining balance of the fund is made available each year for financial assistance to worthy students of promise. Please write to Director of Student Finance for further information.

*Miscellaneous Funds*—A limited amount of money in various scholarship and loan funds is available to students of promise who are in financial need. For information write to the Director of Student Finance.

*Reile-McAlexander Memorial Loan Fund*—Loans may be granted from this fund on the basis of financial need, character, and academic promise. Preference will be given students majoring in nursing. Three percent interest rate becomes effective on the date the borrower terminates studies at the College, and the principal and interest is due and payable one year thereafter.

*E. T. Watrous Memorial Loan Fund*—Small loans may be granted from this fund to assist students experiencing financial difficulty. The principal loan, plus three percent interest will be due and repayable one year after the borrower terminates student status at the College.

*William Iles Scholarship Fund*—This fund is available to needy students of promise.

*Tennessee Tuition Grant*—Available only to students who are residents of Tennessee. Applications for this program must be submitted by May 15. Grants are available up to \$1,200.

*Otto Christensen Fund*—A maximum of \$250 per individual for any one year is available to theology students or students studying to be Bible Instructors and who are of good character and in financial need. The amount of the loan shall be returned without interest to the fund, if and when the recipient is employed, within a maximum of five years after graduation.

*Dorothy and Harold Moody Scholarship Award*—A total grant of \$250 is distributed to one or more History majors with a grade point average of 3.00 or better whose positive citizenship contributes affirmatively to the atmosphere of SMC while showing high potential for future success in service for mankind. Senior History majors receive first consideration, but the award is also open to juniors.

*Okimi Business Administration Scholarship Fund*—This fund is made available by Mr. and Mrs. Wayne Okimi. A scholarship is made available each year to one student enrolled in the Department of Busi-

## FINANCIAL INFORMATION

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*Miscellaneous Funds*—A limited amount of money in various scholarship and loan funds is available to students of promise who are in financial need. For information write to the Director of Student Finance.

*Reile-McAlexander Memorial Loan Fund*—Loans may be granted from this fund on the basis of financial need, character, and academic promise. Preference will be given students majoring in nursing. Three percent interest rate becomes effective on the date the borrower terminates studies at the College, and the principal and interest is due and payable one year thereafter.

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## FINANCIAL INFORMATION

ness Administration. Selection will be based on the student's financial need and potential for future leadership in the Adventist business community. Normally the recipient will have completed the freshman year. Contact the Department of Business Administration for further information.

*Cartinhour Foundation Scholarship and Loan Fund*—This fund is available for worthy students who would not otherwise be able to obtain an education.

*Ludington Memorial Fund*—A limited number of \$300 scholarships will be awarded each year at graduation time. The awards will be made on the basis of need, ability and dedication to Seventh-day Adventist objectives.

*Conger Memorial Fund*—Established by Mrs. Elmyra Conger Stover in honor of her late husband, J. R. (Jake) Conger, one of the students during the first years on the Collegedale campus. The income from this fund is intended to help worthy students who have decided to be teachers.

*Sudduth Memorial Fund*—In honor of Mr. and Mrs. J. A. Sudduth, this fund has been established by their children: Carl Sudduth, Elmyra S. Stover, Lynne Wiederkehr, Bessie Holcombe, and Wayne Sudduth. The income from this fund is intended to help worthy students who plan to go into teaching.

*Lois H. Luce Memorial Loan for Nursing Students*—Loans of \$100 available to nursing students after one year at SMC, based on financial need. This loan is to be due, at three percent interest, one year after separation from the College.

## SMC TRUSTEES

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H. F. Roll, *Vice Chairman*

J. H. Whitehead, *Secretary*

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D. K. Griffith  
Helen Crawford Burks  
T. K. Campbell  
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Desmond Cummings  
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Richard Reiner

## COLLEGE ADMINISTRATION

Frank Knittel, Ph.D. (1967) ..... President

### ACADEMIC

Cyril F. W. Futch, Ed.D. (1962) ..... Academic Dean

Kenneth Spears, M.B.A. (1963) . Director of Admissions and Records

Mary Elam, M.A. (1965) Associate Director of Admissions and Records

### BUSINESS

Richard Reiner, B.S. (1977) ..... Business Manager

Robert Merchant, M.B.A., C.P.A. (1961) ..... Treasurer

Louesa R. Peters, B.A. (1964) ..... Assistant Treasurer

Laurel Wells (1964) ..... Director of Student Finance

Paulette Goodman, B.S. (1974) Assistant Director of Student Finance

Judy Moots, A.S. (1973) ..... Assistant Director of Student Finance

John Beckett, B.S. (1975) ..... Director of Computer Center

### DEVELOPMENT

William H. Taylor, M.A. (1958) ..... Director of Development

### COLLEGE RELATIONS

Ronald Scott, M.A. (1977) ..... Director of College Relations

Hilda Fern Remley, B.A. (1975) ..... Field Representative

### LIBRARY

Charles Davis, M.A. (1968) ..... Librarian

Peggy Bennett, M.S. (1971) ..... Assistant Librarian

Loranne Grace, M.S. in L.S. (1970) ..... Assistant Librarian

Marion Linderman, M.S. in L.S. (1962) ..... Associate Librarian

Marianne Wooley, M.S. in L.S. (1966) ..... Assistant Librarian  
(Orlando Campus)

### STUDENT PERSONNEL SERVICES

Melvin D. Campbell, Ph.D. (1968) ..... Dean of Student Affairs

Everett Schlisner, M.A. (1974) ..... Dean of Men

## COLLEGE ADMINISTRATION

Ted Evans, B.A. (1974)	Assistant Dean of Men
Warren Halversen (1973)	Assistant Dean of Men
Millie Runyan (1975)	Dean of Women
Betty Howard, M.A. (1977)	Associate Dean of Women
Dorothy Somers, B.A. (1972)	Assistant Dean of Women
Frieda Shumate, B.S. (1975)	Assistant Dean of Women
Virginia Gustin (1977)	Assistant Dean of Women (Madison Campus)
Dorothy Garner (1975)	Dean of Women (Orlando Campus)
Kenneth Davis, M.A. (1970)	Director of Counseling and Testing
Norman Peek, Ph.D. (1963)	Director of Audio-Visual
Eleanor Hanson, R.N. (1966)	Director of Health Service
Waldemar Kutzner, M.D. (1974)	College Physician
Robert Jensen, M.D. (1976)	College Physician
Jere Webb (1977)	College Pastor
Rolland Ruf, B.A. (1969)	Associate College Pastor
James Herman, B.A. (1976)	College Chaplain
Clifford O. Myers (1968)	Director of Campus Security

## SUPERINTENDENTS OF AUXILIARY AND VOCATIONAL SERVICES

Harley Wells (1964)	Custodian
Francis Costerisan (1962)	Plant Maintenance and Construction
Robert Adams (1970)	Collegedale Laundry
Noble Vining, B.A. (1966)	College Press
Charles R. Lacey (1970)	Grounds
	College Cafeteria
Rolland McKibben, B.S. (1974)	Southern Mercantile—Campus Shop
Clifford C. Myers, B.S. (1971)	Village Market



## FACULTY DIRECTORY

### EMERITI

- Theresa Rose Brickman, M.Ed., *Associate Professor Emeritus of Secretarial Science*  
B.A., Union College; M.Ed., University of Oklahoma.
- John Christensen, Ph.D., *Professor Emeritus of Chemistry*  
B.A., Union College; M.A., University of Nebraska; Ph.D., Michigan State University.
- Olivia Brickman Dean, M.Ed., *Associate Professor Emeritus of Education*  
B.A., Union College; M.Ed., University of Oklahoma.
- Charles Fleming, Jr., M.B.A., *Business Manager Emeritus*  
B.A., Emmanuel Missionary College; M.B.A., Northwestern University. (1946)

### INSTRUCTIONAL FACULTY

- Ruth Abbott, B.S., *Instructor of Nursing*  
B.S., Wayne State University. (1975)
- Dorothy Evans Ackerman, M.Music, *Associate Professor of Music*  
B.A., Atlantic Union College; M.Music, University of Chattanooga. (1957)
- Frances Andrews, M.A., *Associate Professor of Communication*  
B.A., Southern Missionary College; M.A., George Peabody College for Teachers. (1975)
- Bruce Ashton, D.M.A., *Professor of Music*  
B.Mus., Capital University; M.Mus., American Conservatory of Music, D.M.A., University of Cincinnati. (1968)
- Rudolf Aussner, Ph.D., *Professor of Modern Languages*  
B.Th., Canadian Union College; M.A., Andrews University; M.A., University of Notre Dame; Ph.D., Vanderbilt University. (1964)
- Sue Baker, M.A., *Assistant Professor of English*  
B.A., Columbia Union College; M.A., Pacific Union College. (1971)
- Colleen Barrow, B.S., *Instructor of Nursing*  
B.S., Columbia Union College. (1976)
- Wayne Bechthold, B.S., *Instructor of Nursing*  
B.S., Walla Walla College. (1976)

## FACULTY DIRECTORY

- Douglas Bennett, Ph.D., *Professor of Religion*  
B.A., Southern Missionary College; M.A., Andrews University;  
B.D., Andrews University; Ph.D., Bowling Green State University.  
(1961)
- Peggy Bennett, M.S., *Assistant Professor of Library Science*  
B.S., Southern Missionary College; M.S., Florida State University.  
(1971)
- \*Ruby Birch, B.S., *Instructor of Nursing*  
B.S., Loma Linda University; B.A., Union College. (1974)
- Eleanor Brown, B.S., *Instructor of Nursing*  
B.S., Walla Walla College. (1975)
- \*Alice Calkins, M.S., *Assistant Professor of Home Economics*  
B.A., Andrews University; M.S., Loma Linda University. (1974)
- Malcolm Childers, M.A., *Assistant Professor of Art*  
B.A., Humboldt State University; M.A., Fullerton State University.  
(1974)
- Ann Clark, M.A.T., *Assistant Professor of English*  
B.A., Southern Missionary College; M.A.T., University of Chattanooga. (1965)
- Jerome Clark, Ph.D., *Professor of History*  
B.Th., Atlantic Union College; M.Ed., University of Maryland; M.A.,  
S.D.A., Theological Seminary; Ph.D., University of Southern California. (1959)
- Gerald Colvin, Ed.D., *Professor of Behavioral Science*  
B.A., Union College; M.Ed., University of Arkansas; Ed.D., University of Arkansas. (1972)
- Joyce Cotham, B.S., *Instructor of Office Administration*  
B.S., Southern Missionary College. (1971)
- Carol Craig, M.S., *Associate Professor of Nursing*  
B.S.N.Ed., Columbia Union College; M.S., Loma Linda University.  
(1976)
- Thelma Cushman, M.A., *Associate Professor of Home Economics*  
B.A., Pacific Union College; M.A., Pacific Union College; M.A.,  
Michigan State University. (1957)
- Lenna Lee Davidson, B.S., *Instructor of Nursing*  
B.S., Union College. (1968)
- Charles Davis, MSLS., *Professor of Library Science*  
B.A., Union College; M.A., Kansas State University; MSLS, University of Southern California. (1968)



## FACULTY DIRECTORY

- Jacqueline Davis, B.S., *Instructor of Physical Education*  
B.S., Loma Linda University. (1972)
- Kenneth R. Davis, M.A., *Assistant Professor of Religion*  
B.A., Emmanuel Missionary College; M.A., Andrews University;  
M.A., Boston University. (1970)
- Donald Dick, Ph.D., *Professor of Communication*  
B.A., Union College; M.A., University of Nebraska; Ph.D., Michigan  
State University. (1968)
- C. Garland Dulan, Ph.D., *Assistant Professor of Behavioral Science*  
B.S., Union College; M.A., University of California; Ph.D., Univer-  
sity of California. (1975)
- John Durichek, M.A., *Associate Professor of Industrial Education*  
B.S., Southern Missionary College; M.S., George Peabody College  
for Teachers. (1969)
- R. E. Francis, B.D., *Professor of Religion*  
B.A., Columbia Union College; M.A., Andrews University; B.D.,  
Andrews University. (1960)
- Cyril F. W. Futch, Ed.D., *Professor of Education*  
B.A., Andrews University; Diploma in Theology, Newbold College;  
Diploma of Education, University of Western Australia; M.Ed.,  
Maryland University; Ed.D., Maryland University. (1962)
- Robert Garren, M.F.A., *Associate Professor of Art*  
B.S., Atlantic Union College; M.F.A., Rochester Institute of  
Technology. (1968)
- Betty Garver, B.S., *Instructor of Nursing*  
B.S., Union College. (1977)
- Philip G. Garver, *Assistant Professor of Physical Education*  
B.S., Southern Missionary College; M.S., Eastern Michigan Univer-  
sity. (1976)
- Paul Gebert, Ph.D., *Assistant Professor of Chemistry*  
B.S., Southern Missionary College; Ph.D., University of Florida.  
(1974)
- Bruce Gerhart, M.A., *Associate Professor of English*  
B.A., Southern Missionary College; M.A., University of Tennessee.  
(1965)
- Ellen Gilbert, M.S., *Associate Professor of Nursing*  
B.S., Loma Linda University; M.S., State College of Arkansas. (1967)
- Orlo Gilbert, M.Mus. Ed., *Associate Professor of Music*  
B.M.E., La Sierra College; M.Mus.Ed., Madison State Teachers Col-  
lege. (1967)

## FACULTY DIRECTORY

- Edith L. Gillham, *Associate Professor of Nursing*  
B.S., Walla Walla College; M.S., Loma Linda University. (1977)
- Jerry Gladson, M.A., *Assistant Professor of Religion*  
B.A., Southern Missionary College; M.A., Vanderbilt University.  
(1972)
- Judith Glass, M.Mus., *Assistant Professor of Music*  
B.Mus., University of Texas at Austin; M.Mus., University of Texas  
at Austin. (1975)
- Loranne Grace, M.L.S., *Assistant Professor of Library Science*  
B.S., Walla Walla College; M.L.S., University of Washington. (1970)
- Lorenzo Grant, Ph.D., *Assistant Professor of Religion*  
B.A., Columbia Union College; M.A., Howard University; Ph.D.,  
Howard University. (1976)
- Floyd Greenleaf, Ph.D., *Professor of History*  
B.A., Southern Missionary College; M.A., George Peabody College  
for Teachers; Ph.D., University of Tennessee. (1966)
- Caryn Grimaldi, M.S., *Instructor of Nursing*  
B.S., Southern Missionary College; M.S., Loma Linda University.  
(1976)
- Thomas Grindley, B.S., *Assistant Professor of Industrial Arts*  
B.S., Loma Linda University College of Arts and Sciences.  
(1973)
- Edgar O. Grundset, M.A., *Associate Professor of Biology*  
B.A., Emmanuel Missionary College; M.A., Walla Walla College.  
(1957)
- Minon Hamm, Ph.D., *Associate Professor of English*  
B.A., Southern Missionary College; M.A., George Peabody College  
for Teachers; Ed.S., George Peabody College for Teachers; Ph.D.,  
George Peabody College for Teachers. (1966)
- Lawrence E. Hanson, Ph.D., *Professor of Mathematics*  
B.A., California State University; M.A., University of California;  
Ph.D., Florida State University. (1966)
- Ray Hefferlin, Ph.D., *Professor of Physics*  
B.A., Pacific Union College; Ph.D., California Institute of Technol-  
ogy. (1955)
- Nancy Hellgren, B.S., *Instructor of Nursing*  
B.S., Columbia Union College. (1972)
- Frank Holbrook, M.Th., *Professor of Religion*  
B.A., Washington Missionary College; M.A., B.D., and M.Th., An-  
drews University. (1964)

## FACULTY DIRECTORY

- Dorothy Hooper, M.S., Assistant Professor of Nursing  
B.S., Southern Missionary College; M.S., Loma Linda University.  
(1975)
- Duane F. Houck, Ph.D., Associate Professor of Biology  
B.A., Emmanuel Missionary College; M.A., University of North  
Carolina; Ph.D., Iowa State University. (1973)
- Lorella Howard, B.S., Instructor of Nursing  
B.S., Southern Missionary College. (1970)
- Shirley Howard, B.S., Instructor of Nursing  
B.S., Walla Walla College. (1974)
- Phil Hunt, M.Ed., Instructor of Nursing  
B.S., Southern Missionary College; M.Ed., Teachers College, Co-  
lumbia University. (1975)
- Bernadine Irwin, M.S., Assistant Professor of Nursing  
B.S., Walla Walla College; M.S., Loma Linda University. (1974)
- Wayne Janzen, Ed.D. Associate Professor of Industrial Arts  
B.S., Andrews University; M.A., Western Michigan University;  
Ed.D., Texas A & M. (1967)
- K. M. Kennedy, Ed.D., Professor of Education  
B.A., Valparaiso University; M.Ed., University of Chattanooga;  
Ed.D., University of Tennessee. (1951)
- Theresa C. Kennedy, M.N., Associate Professor of Nursing  
B.S., Columbia Union College; M.N., University of Florida. (1966)
- Catherine Knarr, B.S., Instructor of Nursing  
B.S., Columbia Union College. (1974)
- Frank A. Knittel, Ph.D., Professor of English  
B.A., Union College; M.A., University of Colorado; Ph.D., Univer-  
sity of Colorado. (1967)
- Marie E. Krall, B.S., Instructor of Nursing  
B.S., Columbia Union College. (1973)
- Ole B. Kristensen, M.A., Assistant Professor of Communication  
B.A., California State University; M.A., California State University.  
(1975)
- Henry Kuhlman, Ph.D., Associate Professor of Physics  
B.A., Emmanuel Missionary College; M.A., Western Michigan Uni-  
versity; Ph.D., Purdue University. (1968)
- Huldrich H. Kuhlman, Ph.D., Professor of Biology  
B.A., Emmanuel Missionary College; M.A., George Peabody College  
for Teachers; Ph.D., University of Tennessee. (1946)

## FACULTY DIRECTORY

- Christine Kummer, M.S., Assistant Professor of Nursing  
B.S., Columbia Union College; M.S., University of Alabama. (1969)
- Edward L. Lamb, M.S.S.W., A.C.S.W., Associate Professor of Behavioral Science  
B.S., Union College; M.S.S.W., University of Tennessee. (1972)
- Katie A. Lamb, B.S., Instructor of Nursing  
B.S., Union College. (1973)
- \*Paul E. Lange, B.S., Instructor of Nursing  
B.S., Andrews University. (1976)
- Jerry M. Lien, Ph.D., Professor of Communication  
B.A., Union College; M.A., S.D.A. Theological Seminary; Ph.D., University of Southern California. (1973)
- Albert Liersch, B.D., Assistant Professor of Religion  
B.A., Loma Linda University College of Arts and Sciences; B.D., S.D.A. Theological Seminary. (1974)
- Marion Linderman, M.S.L.S., Associate Professor of Library Science  
B.A., Southeastern Louisiana College; M.S. in L.S., Louisiana State University. (1962)
- Ina Longway, M.S., Associate Professor of Nursing  
B.S., California State University; M.S., Loma Linda University. (1975)
- Delmar Lovejoy, Ed.D., Professor of Physical Education  
B.A., Emmanuel Missionary College; M.A., Michigan State University; Ed.D., Michigan State University. (1965)
- Jane Markoff, B.S., Instructor of Nursing  
B.S., Southern Missionary College. (1976)
- Jack McClarty, Ed.D., Professor of Music  
B.Mus.Ed., University of Montana; M.Mus.Ed., Andrews University; Ed.D., University of Montana. (1972)
- Wilma McClarty, Ed.D., Professor of English  
B.A., Andrews University; M.A., Andrews University; Ed.D., University of Montana. (1972)
- Robert McCurdy, M.A., Associate Professor of Computer Science  
B.S., Southern Missionary College; M.A., University of Georgia. (1967)
- Robert W. Merchant, M.B.A., C.P.A., Assistant Professor of Business Administration  
B.A., Emmanuel Missionary College; C.P.A., American Institute of Certified Public Accountants; M.B.A., University of Arkansas. (1961)

## FACULTY DIRECTORY

- Marilyn Montgomery, M.S., *Assistant Professor of Nursing*  
B.S., Columbia Union College; M.S., Loma Linda University. (1976)
- Donald Moon, Ph.D., *Associate Professor of Physical Education*  
B.S., Andrews University; M.A., San Diego State College; Ph.D.,  
Florida State University. (1972)
- Robert R. Morrison, Ph.D., *Professor of Modern Languages*  
B.A., George Washington University; M.A., Middlebury College;  
Ph.D., University of Florida. (1967)
- Delores Mountz, B.S., *Assistant Professor of Nursing*  
B.S., Columbia Union College. (1973)
- Helmut K. Ott, M.A., *Assistant Professor of Religion*  
B.A., Loma Linda College of Arts and Sciences; M.A., Inter-  
American University; M.A., Andrews University. (1971)
- Doris Payne, M.S., *Professor of Nursing*  
B.S., Loma Linda University; M.S., Loma Linda University. (1968)
- Norman Peek, Ph.D., *Associate Professor of Chemistry*  
B.S., Southern Missionary College; Ph.D., University of Tennessee.  
(1963)
- Christene Perkins, M.S., *Associate Professor of Nursing*  
B.S., Southern Missionary College; M.S., Emory University. (1970)
- Nathan Rice, B.S., *Instructor of Nursing*  
B.S., Columbia Union College. (1975)
- William Richards, Ph.D., C.P.A., *Assistant Professor of Business  
Administration*  
B.S., Southern Missionary College; Ph.D., Michigan State Univer-  
sity. (1977)
- Arthur Richert, Ph.D., *Associate Professor of Mathematics*  
B.A., Southern Missionary College; M.A. and Ph.D., The University  
of Texas at Austin. (1970)
- Krista Riffel, M.S., *Instructor of Nursing*  
B.S., Southern Missionary College; M.S., Loma Linda University.  
(1976)
- Mildred Robbins, M.A., *Assistant Professor of Nursing*  
B.S., Emmanuel Missionary College; M.A., Columbia University  
Teachers' College. (1972)
- Charlene Robertson, B.S., *Instructor of Nursing*  
B.S., Southern Missionary College. (1977)
- Marvin L. Robertson, Ph.D., *Professor of Music*  
B.Mus., Walla Walla College; M.A., University of Northern Col-  
orado; Ph.D., Florida State University. (1966)

## FACULTY DIRECTORY

- Cyril E. Roe, M.A., Associate Professor of Education  
B.A., Pacific Union College; M.A., Pacific Union College. (1976)
- Cecil Rolfe, Ph.D., Professor of Business Administration  
B.A., Columbia Union College; M.B.A., University of Maryland;  
Ph.D., University of Maryland. (1964)
- Barbara Ruf, Ph.D., Associate Professor of English  
B.A., Atlantic Union College; M.A., Boston University; Ph.D., University of Tennessee. (1969)
- Don Runyan, M.A., Associate Professor of Music  
B.M.E., Union College; M.M.E., University of Indiana. (1968)
- Jan Rushing, M.B.A., Associate Professor of Business Administration  
B.S., Southern Missionary College; M.B.A., Northeastern University. (1971)
- Patricia Rushing, B.S., Instructor of Nursing  
B.S., Madison College. (1972)
- Robert Sage, M.Mus., Assistant Professor of Music  
B.A., Loma Linda University College of Arts and Sciences; M.Mus., University of Southern California. (1976)
- Patricia Scott, M.S.N., Assistant Professor of Nursing  
B.S., Columbia Union College; M.S.N., University of Pennsylvania. (1975)
- Daphne Shah, M.S., Assistant Professor of Nursing  
B.S., Loma Linda University; B.S., Atlantic Union College; M.S., Loma Linda University. (1976)
- Christine Shultz, M.A., Associate Professor of Nursing  
B.S., Walla Walla College; M.A., Walla Walla College. (1966)
- Shirley Spears, M.S., Assistant Professor of Nursing  
B.S., Southern Missionary College; M.S., University of Alabama. (1971)
- Ronald Springett, B.D., Assistant Professor of Religion  
B.A., Columbia Union College; M.A. and B.D., Andrews University. (1969)
- Donna Spurlock, M.N., Assistant Professor of Nursing  
B.S., Southern Missionary College; M.N., University of Florida. (1973)
- Richard C. Stanley, M.A., Associate Professor of Office Administration  
B.A., Union College; M.A., Michigan State University. (1964)
- David Steen, Ph.D., Assistant Professor of Biology  
B.A., Southern Missionary College; M.A., Loma Linda University; Ph.D., Loma Linda University. (1974)



## FACULTY DIRECTORY

- Barbara Straight, M.Ed., *Instructor of Nursing*  
B.S., Columbia Union College; M.Ed., University of Tennessee.  
(1972)
- Elvie Swinson, M.S., *Associate Professor of Nursing*  
B.S.N.E., Columbia Union College; M.S., Loma Linda University.  
(1973)
- William H. Taylor, M.A., *Associate Professor of Journalism*  
B.A., Union College; M.A., University of Nebraska. (1958)
- Susan TeHennepe, M.A., *Assistant Professor of Home Economics*  
B.S., Southern Missionary College; M.A., Michigan State University. (1974)
- Mitchell Thiel, Ph.D., *Professor of Chemistry*  
B.A., Union College; M.S., University of Maryland; Ph.D., University of Maryland. (1966)
- Carol Thomas, B.S., *Instructor of Nursing*  
B.S., Loma Linda University. (1975)
- Drew Turlington, M.S., *Associate Professor of Industrial Arts*  
B.S., Southern Missionary College; M.S., University of Tennessee.  
(1960)
- Wayne E. VandeVere, Ph.D., C.P.A., *Professor of Business Administration*  
B.A., Andrews University; M.B.A., University of Michigan; Ph.D., Michigan State University. (1956)
- Laurie Warner, M.Ed., *Assistant Professor of Education*  
B.A., Union College; B.S.M.E., Union College; M.Ed., University of Tennessee. (1976)
- Robert Warner, M.Mus., *Associate Professor of Industrial Arts*  
B.S., Long Beach State University; B.A., Iowa State Teachers' College; M.Mus., Northwestern University. (1969)
- Karen J. Warren, M.S., *Instructor of Nursing*  
B.S., Andrews University; M.S., Ohio State University. (1976)
- Erma Webb, M.S., *Instructor of Nursing*  
B.S., Union College; M.S., Loma Linda University. (1976)
- Margaret White, M.S., *Assistant Professor of Nursing*  
B.S.N.E., Columbia Union College; M.S., Loma Linda University.  
(1976)
- Karen A. Wickliff, B.S., *Instructor of Nursing*  
B.S., Southern Missionary College. (1977)
- LaVon Winn, B.S., *Instructor of Home Economics*  
B.S., Loma Linda University. (1977)

## FACULTY DIRECTORY

- William Wohlers, Ph.D., *Assistant Professor of History*  
B.A., Walla Walla College; M.A., Andrews University; Ph.D., University of Nebraska. (1973)
- Marianne Wooley, MSLS., *Assistant Professor of Library Science*  
B.S., Andrews University; MSLS, University of Southern California. (1966)
- \*Edwin Zackrison, B.D., *Associate Professor of Religion*  
B.A., Loma Linda University College of Arts and Sciences; M.A., Andrews University; B.D., Andrews University. (1972)
- Steven Zimmerman, M.A., *Instructor of Behavioral Science*  
B.A., Columbia Union College; M.A., Towson State College. (1977)
- Charles Zuill, M.A., *Associate Professor of Art*  
B.A., Atlantic Union College; M.F.A., Rochester Institute of Technology. (1977)

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\* On study leave.

## SUPERVISORY INSTRUCTORS IN SECONDARY EDUCATION

- Ronald Barrow, M.A., *Principal*  
B.A., Columbia Union College; M.A., Loma Linda University. (1968)
- Roy Battle, M.A., *Guidance and Counseling and Industrial Arts*  
B.A., Southern Missionary College; M.A., Andrews University. (1964)
- William Cemer, M.Mus., *Religion and Music*  
B.M.E., Andrews University; M.Mus., Andrews University. (1972)
- Don Crook, M.S., *Religion, Music*  
B.A., Southern Missionary College; M.S., University of Tennessee. (1958)
- Sylvia Crook, B.A., *Languages*  
B.A., Southern Missionary College. (1968)
- Robert Davidson, M.A., *Mathematics and Science*  
B.A., Tulsa University; M.A., Kansas State University. (1968)
- Joyce Dick, B.A., *English and Journalism*  
B.A., Union College. (1970)
- Robert Greve, M.A., *Mathematics and Science*  
B.A., Andrews University; M.A., Michigan State University. (1974)
- Barbara Harsamy, M.A., *Physical Education*  
B.A., Walla Walla College; M.A., University of Southern California (1976)

## FACULTY DIRECTORY

- David Knecht, M.A., *English and Speech*  
B.A., Andrews University; M.A., Loma Linda University. (1972)
- Roger Miller, M.A., *Physical Education*  
B.A., Union College; M.A., University of Nebraska. (1971)
- Patricia Morrison, B.A., *Librarian*  
B.A., East Carolina College. (1970)
- Robert Peeke, M.A., *Religion*  
B.A., Southern Missionary College; M.A., Andrews University.  
(1977)
- Charles Read, M.S., *Business Education*  
B.S., Union College; M.S., Indiana University. (1969)
- Charles Rennard, B.A., *Bible and English*  
B.A., Southern Missionary College. (1974)
- Charles Robertson, M.A., *Mathematics and Biology*  
B.S., Andrews University; M.A., University of New Mexico. (1969)
- Jean Robertson, B.A., *Home Economics*  
B.A., Colorado State College. (1974)
- Kermise Rowe, M.A., *Vice Principal and Health*  
B.A., Andrews University; M.A., Walla Walla College. (1976)
- Charles Swinson, M.A., *History*  
B.S., University of Tampa; M.A., John Hopkins University. (1970)
- Velma Woodruff, B.A., *Piano and Organ*  
B.A., Union College. (1976)

## SUPERVISORY INSTRUCTORS IN ELEMENTARY EDUCATION

- Howard Kennedy, M.A., *Principal*  
B.S., Southern Missionary College; M.A., George Peabody College  
for Teachers. (1969)
- Weston Babbitt, M.A.  
B.S., Columbia Union College; M.A., Andrews University. (1972)
- Richard Christoph, M.Ed.  
B.A., Emmanuel Missionary College; M.Ed., University of Chat-  
tanooga. (1961)
- Calvin Fox, M.A.  
B.A., Andrews University; M.A., Loma Linda University. (1974)
- Frances Fox, B.A.  
B.A., Andrews University. (1974)
- June Gorman, M.A.  
B.S., La Sierra College; M.A., La Sierra College. (1970)

## FACULTY DIRECTORY

Margaret Halverson, B.S.

B.S., Southern Missionary College. (1971)

Geraldine Miller, B.S.

B.S., Atlantic Union College. (1971)

Elaine Robinson, B.S.

B.S., Southern Missionary College. (1972)

Thyra Sloan, M.A.

B.A., Columbia Union College; M.A., George Peabody College for Teachers. (1966)

Barbara Stanaway, B.S.

B.S., Southern Missionary College. (1972)

Carl Swafford, B.S.

B.S., Southern Missionary College. (1977)

Dianne Tennant, M.Ed.

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## FACULTY COMMITTEES

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**RANK AND TENURE:** Robert Morrison, Gerald Colvin, Robert Francis, Ed Lamb, Christene Perkins, Marvin Robertson, Cyril Futchter.

**FACULTY SENATE:** Frank Knittel, Floyd Greenleaf, Frances Andrews, Bruce Ashton, Sue Baker, Melvin Campbell, Gerald Colvin, Joyce Cotham, Garland Dulan, Cyril Futchter, Orlo Gilbert, Lorenzo Grant, Lawrence Hanson, Ray Hefferlin, Phil Hunt, Jerry Lien, Ina Longway, Donald Moon, Richard Reiner, Hilda Fern Remley, Cecil Rolfe, Barbara Ruf, Millie Runyan, Jan Rushing, Kenneth Spears, David Steen, William Taylor, Harley Wells, William Wohlers.

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**ACADEMIC AFFAIRS:** Cyril Futchter, Department Chairmen, Director of Admissions, Librarian.

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**Library Subcommittee:** Bruce Gerhart, Charles Davis, Jerry Gladson, Duane Houck, Ed Lamb, Jerry Lien, Marion Linderman, Theresa Kennedy, Robert Sage, Elvie Swinson, Laurie Warner.

**Teacher Education Council Subcommittee:** Kenneth Kennedy, Ronald Barrow, Melvin Campbell, Thelma Cushman, Robert Garren, Floyd Greenleaf, Lawrence Hanson, Howard Kennedy, H. H. Kuhlman, Delmar Lovejoy, Wilma McClarty, Robert Morrison, Helmut Ott, Marvin Robertson, Cyril Roe, Richard Stanley, Drew Turlington, Laurie Warner, Certifying Officer.

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**DEVELOPMENT COMMITTEE:** William Taylor, Charles Fleming, Fred Fuller, Frank Knittel, O. D. McKee, Richard Reiner, Marvin Robertson, Ronald Scott, Robert Merchant (consultant).

**FACULTY AFFAIRS COMMITTEE:** Minon Hamm, K. R. Davis, Ole Kristensen, H. H. Kuhlman, Christine Shultz, David Steen, Mitchell Thiel.

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**PUBLIC RELATIONS COMMITTEE:** Ronald Scott, Edgar Grundset, Jack McClarty, Arthur Richert, Barbara Ruf, William Taylor, Director of Admissions.

**STUDENT AFFAIRS COMMITTEE:** Melvin Campbell, Phil Garver, Edgar Grundset, James Herman, Bernadine Irwin, Robert Merchant, Millie Runyan, Jan Rushing, Everett Schlisner, William Wohlers.

**Judiciary Subcommittee:** William Wohlers, Melvin Campbell, Lenna Lee Davidson, Robert Francis, Paul Gebert, Ellen Gilbert, Jan Rushing.

**General Recreation, (student) Subcommittee:** Phil Garver, Melvin Campbell, Thelma Cushman, Doris Payne, Everett Schlisner, William Wohlers.

**Loans and Scholarships Subcommittee:** Laurel Wells, Sue Baker, Millie Runyan, Robert Sage, Director of Admissions.

**Programs Subcommittee:** Edgar Grundset, Frances Andrews, Judy Glass, Charles Zuill.

**Artist-Adventure Subcommittee:** Jan Rushing, Peggy Bennett, Robert Garren, Lorenzo Grant, H. H. Kuhlman, Jack McClarty, Robert Sage.

**Films Subcommittee:** Robert Merchant, K. R. Davis, Mary Elam, Norman Peek, Frieda Shumate.

**Student Personnel Subcommittee:** Melvin Campbell, K. R. Davis, Ted Evans, Warren Halverson, Eleanor Hanson, James Herman, C. O. Myers, Millie Runyan, Everett Schlisner, Frieda Shumate, Dorothy Somers.

**Religious Activities Coordinating Subcommittee:** James Herman, Bruce Ashton, Peggy Bennett, Melvin Campbell, Ed Lamb, Helmut Ott.

**STUDENT MISSIONS COORDINATING COMMITTEE:** Dean of Students, chairperson of Nicaraguan Committee, chairperson of Student Missions Committee.

**Nicaragua Subcommittee:** Floyd Greenleaf, John Duricheck, Christene Perkins, Everett Schlisner, Milford Crist, three students.

**Student Missions Subcommittee:** Cyril Roe, College Chaplain, two faculty members, three students.

The following *ad hoc* committees function under the supervision of the Dean of Students: Ministerial Recommendations; Medical Student Recommendations.



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